

STATUTES OF THE INTERNATIONAL STAFF ASSOCIATION OF UNESCO (ISAU)

PREAMBLE

1. Taking fully into account recent world developments, characterized mainly by the newfound freedom of many peoples and the emergence of new sovereign and independent States, as well as their legitimate aspiration to assert their cultural identities and to have their inalienable right to be different recognized and respected as a determining factor in peace,
2. Recognizing that the development of the resultant cultural pluralism reflected in Secretariat staff, with respect for each group's cultural identity, needs and aspirations as a corollary, has made it necessary to create a staff association which is truly international, in which no cultural group, by virtue of the strength of its numbers, is in a position to dominate others and in the community life of which all groups are able to participate equally,
3. On the basis of the fundamental principles of recognition of cultural pluralism, respect for cultural diversity, and participatory democracy, the geocultural groups of Africa, Latin America and the Caribbean, Asia and the Pacific, the Arab States and Europe and North America, which represent a broad cultural spectrum at the Secretariat, have decided to establish jointly the International Staff Association of UNESCO (ISAU), in accordance with 21 C/Resolution 26, adopted unanimously by the General Conference at its 21st session and recognizing the freedom of association of staff members, the Statutes of which are set forth below.

ARTICLE I - Purpose

The purpose of the International Staff Association of UNESCO (hereinafter, "ISAU") is, within the framework of the relevant provisions of the Staff Regulations and Staff Rules:

- (a) To defend the legitimate, collective and individual interests of UNESCO staff members, to safeguard the independence and integrity of staff members in their capacity as international civil servants, and to cooperate with the various representations in order to do so;
- (b) To contribute, at Headquarters and in the field, to the improvement of the working conditions of staff, both collectively and individually, in a non-discriminatory and equitable manner;
- (c) To work tirelessly for unity in the diversity of the members of the Secretariat, in hopes of achieving greater mutual knowledge and understanding of different cultures, with a view to developing the international spirit among staff members both at Headquarters and in the field;
- (d) To promote the equal participation of all geocultural groups in community life at the Secretariat;
- (e) To provide help to its members at Headquarters and in the field;
- (f) To support actively and contribute to the achievement of the fundamental ideals and objectives of the Constitution of UNESCO, which gives rise to the Organization and underpins its programmes.

ARTICLE II - Membership

1. Any staff member whose annual ISAU dues are up to date shall be considered a member of ISAU.

2. Former staff members receiving a retirement benefit or a disability benefit may be admitted as associate members without the right to vote in the various organs of ISAU.

ARTICLE III - Structures and organs of ISAU

ISAU shall consist of the following organs:

1. The Collegium, the Executive, the geocultural groups, the Plenary and the Bureaux.
2. In the field, ISAU members shall be grouped in national or regional committees in accordance with the modalities defined in the Rules of Procedure. The national and regional committees shall constitute the organs through which ISAU communicates at the corresponding levels. As such, they shall participate fully in the establishment of ISAU's general policy. The committees shall develop local ISAU policy, and ISAU shall make every effort necessary to ensure the effectiveness of such policy vis-à-vis the Director-General.

ARTICLE IV - The Collegium

The Collegium shall consist of 40 representatives elected by universal suffrage, with eight representatives per geocultural group. Each representative shall be elected for a term of two years.

1. The Collegium shall be the deliberative organ of ISAU. Its decisions shall be binding on the Executive and on all other organs of ISAU. It may appoint an ad hoc study group to conduct a specific mission of limited duration.
2. The Collegium shall decide on general ISAU policy as to its proposals and/or those of the Executive and/or those of the geocultural groups. It shall vote on the programme, decide on the budget, set the amount for the annual dues, establish the financial regulations of ISAU, and discharge the Executive from liability for its management.
3. The decisions of the Collegium shall, to the extent possible, be taken by consensus, and where such consensus is not possible, they shall be taken either by a simple majority vote of the members present or represented or by a two-thirds majority vote in such cases as specified by the Rules of Procedure of ISAU.
4. A quorum shall in all cases consist of two thirds of the members present or represented. Where the quorum has not been achieved, the meeting shall be suspended for 15 minutes, after which the Chair of the Collegium may decide whether or not to hold the meeting.
5. The Collegium shall elect a Coordinator and a Deputy Coordinator for a term of two years. The Coordinator shall convene and direct the work of the Collegium.
6. In the event that the Coordinator and the Deputy Coordinator are unable to be present, the Collegium may elect a temporary Chair to direct the discussions.
7. The Coordinator of the Collegium may be removed by the Collegium if he or she no longer fulfils his or her mandate in accordance with the Rules of Procedure of ISAU.
8. The Collegium shall meet four times a year. It may be convened in extraordinary session, upon the initiative of the Coordinator of the Collegium, the President of ISAU, or one third of its members.
9. It shall, as necessary, complement the provisions of the Rules of Procedure of ISAU.
10. It shall elect three arbitrators and two auditors for a term of two years.

ARTICLE V - The Executive

1. The Executive shall consist of 15 members of the Collegium, with three members per geocultural group. Their term of office shall be two years and they shall be elected by universal suffrage.
2. The President of ISAU shall be elected by universal suffrage from among the members of the Collegium. His or her term of office shall be **two years**. To the extent possible, the office of President shall be held by a member from each geocultural group on a rotational basis. The President may be re-elected for a maximum of two consecutive terms.
3. He or she shall supervise the work of the Executive and shall represent ISAU in its dealings both with the Director-General and with the representations with which ISAU cooperates pursuant to Article I(c). He or she shall be assisted by a Vice-President, who shall be a national of a State belonging to another geocultural group and who shall be elected for a term of two years.
4. The election of the members of the Executive and the President shall be conducted in accordance with the modalities established in the Rules of Procedure.
5. The Executive shall be responsible for formulating proposals, implementing the decisions taken by the Collegium, and supervising the Bureaux. It shall manage the affairs of ISAU.
6. The secretariat of the Executive shall comprise an Executive Secretary, who shall be elected by the Executive and assisted by a Deputy Executive Secretary elected under the same conditions. The Executive Secretary and the Deputy Executive Secretary shall serve as the administrative liaison with the Collegium, the geocultural groups and the Bureaux.
7. The Executive shall assign to all its other members the following roles: for each of the three Bureaux, a Head of Bureau and a Deputy Head of Bureau; Treasurer; and Deputy Treasurer. The aforementioned deputies shall, to the extent possible, belong to another geocultural group; in addition, it is possible for said deputies not to be members of the Executive.
8. The Executive shall meet regularly upon convocation by its President, who shall set the agenda and preside over the meetings of the Executive. It shall provide the Collegium with a management report at least once a year.
9. The President of ISAU and/or each member of the Executive may be removed by the Collegium if he or she no longer fulfils his or her mandate in accordance with the Rules of Procedure of ISAU.

ARTICLE VI - Geocultural groups

1. ISAU members shall be represented in the five current geocultural groups, namely:
 - Africa;
 - Latin America and the Caribbean;
 - Asia and the Pacific;
 - Arab States;
 - Europe and North America.

2. The geocultural groups shall constitute the foundation for ISAU's representativeness within the Secretariat. They shall be equally represented in the Collegium. Their representatives shall be elected by universal suffrage, with eight persons per group.
3. Each geocultural group shall define its own terms of reference.
4. Each member of a geocultural group shall have one vote. Each geocultural group shall elect, from among its representatives in the Collegium, a geocultural delegate and a deputy geocultural delegate for a term of two years.
5. The geocultural delegate shall be in charge of convening, presiding over and leading the work activities of the geocultural group for which he or she is responsible.

ARTICLE VII - The Plenary

1. An advisory organ, the Plenary shall be the general assembly of ISAU, bringing together all its individual members. The entire secretariat may also be invited to attend the meetings thereof.
2. The Plenary shall meet at least once a year or in an extraordinary meeting upon convocation by the Coordinator or the President of ISAU, who shall set the agenda and direct the discussions.
3. The discussions of the Plenary may give rise to recommendations. Where such recommendations arise, they shall be submitted immediately to the Collegium.

ARTICLE VIII - The Bureaux

1. The Bureaux of ISAU shall be as follows:
 - (a) **Bureau 1:** Physical, recreational and cultural activities (sports, leisure, travel, cultural events and so forth);
 - (b) **Bureau 2:** Social affairs (health and safety, pension, health insurance, mutual insurance, catering services, commissary and so forth);
 - (c) **Bureau 3:** Legal affairs (staff ombudsmanship, conditions of service, Junior Personnel Advisory Board [JPAB], Senior Personnel Advisory Board [SPAB], Advisory Council on Personnel Policies [ACPP], relations with the Administration, external relations and so forth).
 - (d) Under the supervision of the Executive, the Bureaux shall be technical organs responsible for reflection, proposals and communication within ISAU, as well as for the organization of operational activities.
2. Each Bureau shall be managed and have its meetings convened by its Head, a member of the Executive appointed by the Executive. Each Bureau Head may be assisted by a deputy and a secretary, who shall both be in charge of work coordination.
3. Members of ISAU may participate in the working meetings of the Bureaux on a permanent or occasional basis in respect of specific subjects.
4. Each Bureau shall provide a written report on its activities to the Executive at the request of the President and/or the Collegium.
5. Each Bureau shall define its own terms of reference in accordance with the Rules of Procedure of ISAU.

6. The heads of Bureaux may be removed by the Executive and/or the Collegium if they no longer fulfil their respective mandates in accordance with the Rules of Procedure of ISAU.

ARTICLE IX - Finances

1. The Treasurer, assisted by his or her Deputy Treasurer, shall manage the resources of ISAU and prepare management reports in accordance with the provisions of the Financial Regulations of UNESCO. Upon the proposal of the Treasurer, the President of ISAU shall submit to the Collegium an annual management report regarding the income and expenditure of ISAU.
2. ISAU shall be financed by membership and associate membership dues, grants, additional contributions, donations and bequests.
3. The Collegium shall grant discharge from liability for budget implementation on the basis of a written report prepared by the two auditors it has appointed.
4. The annual dues shall be set by the Collegium, upon the proposal of the Executive.

ARTICLE X - Arbitration

Any dispute relating to the interpretation or implementation of the present Statutes or of the Rules of Procedure shall be arbitrated by the Collegium on the basis of a compliant report prepared by the three arbitrators whom it has elected for a renewable term of two years.

ARTICLE XI - Withdrawal from ISAU

Any ISAU member who voluntarily refrains from collecting his or her annual card shall be considered to have withdrawn from ISAU. Any ISAU member may also withdraw by submitting written notification of such withdrawal to the President of ISAU.

Article XII – Rules of Procedure

The Rules of Procedure of ISAU, adopted by the Collegium, shall complement the provisions of these Statutes as necessary.

Article XIII – Revision

The present Statutes shall be subject to amendment by the Collegium upon the request of the Collegium or the request of the Executive and/or the request of 50 ISAU members whose dues are up to date.

Any amendment shall be submitted to the Director-General for approval.

----- -- End of the Statutes of ISAU -----

RULES OF PROCEDURE OF THE
INTERNATIONAL STAFF ASSOCIATION OF UNESCO (ISAU) 06/12/2005

RULE I - Scope

In accordance with Article XII of the Statutes of the International Staff Association of UNESCO (ISAU), the present Rules of Procedure shall establish the procedures and terms of reference corresponding to the various organs of ISAU.

THE COLLEGIUM

RULE II - Sessions and agenda

1. The Collegium shall meet in ordinary or extraordinary session as provided for in Article IV.9 of the Statutes of ISAU.
2. For each ordinary or extraordinary session, the provisional agenda shall be set by the Coordinator of the Collegium. The provisional agenda shall include, to the extent possible, all the items proposed by the President of ISAU, which have priority, and those proposed by the members of the Collegium and the field committees. Together with all the documents to be considered, the provisional agenda shall be forwarded to the representatives at least three days before the session concerned.
3. Any representative may request the addition of new items to the provisional agenda. Such items shall appear on a supplementary list submitted to the Collegium for consideration.
4. Each provisional agenda shall include a "miscellaneous" heading under which may be entered issues not likely to lead to a vote.

RULE III - Quorum

At all sessions of the Collegium, the quorum shall in all cases be two thirds of those present or represented, on the understanding that no representative shall be granted more than two general or specific proxy documents. A proxy document shall be forwarded to the Coordinator of the Collegium by the grantor and shall include his or her handwritten signature and clearly indicate the name of the agent and the nature of the proxy (general or specific). Specific proxy shall concern a particular agenda item, while general proxy shall be valid for all items on the agenda of the entire session concerned.

In accordance with Rule IV.5, where a quorum has not been achieved, the meeting shall be suspended for 15 minutes, after which the Chair of the Collegium may decide whether or not to hold the meeting.

RULE IV – Conduct of business

1. The Coordinator of the Collegium shall direct the discussions, accord and withdraw the right to speak, and ensure observance of these rules. He or she shall put questions to the vote, announce decisions and declare the closing of the meeting subject to these rules.
2. Any ISAU member may attend meetings of the Collegium without participating in voting and normally without taking the floor. However, the Coordinator may authorize ISAU members and representatives of the national or regional committees visiting Headquarters to take the floor.
3. The Coordinator shall call upon speakers in the order in which they signify their wish to speak. The President of ISAU and the other members of the Executive may take the floor whenever they deem appropriate and shall have precedence for the purpose of submitting or upholding an item under discussion on behalf of the Executive.

4. Any proposal or motion which has been seconded shall be discussed. However, any representative may raise a point of order at any point during a discussion, and said point of order shall be immediately ruled upon by the Coordinator. The ruling of the Coordinator may be appealed, in which case it shall be put to a vote immediately. Unless overruled by a majority of the members present or represented, the Coordinator's ruling shall stand.
5. The Coordinator or any representative may, at any point during the discussions, move:
 - The closure of the debate on the item under discussion;
 - Adjournment of the debate on an item;
 - The suspension of the meeting; or
 - The adjournment of the session.

In such cases, permission to speak shall be accorded to no more than one speaker opposing the motion, which shall be put to the vote immediately after such intervention.

RULE V - The Rapporteurs of the Collegium

During the session, one or two Rapporteurs shall be appointed by the Coordinator to: take notes on the discussions for the purpose of drafting the proceedings under the responsibility of the Coordinator of the Collegium; act as tellers in the event of a vote; and perform other such administrative functions as the Coordinator of the Collegium may assign to them.

RULE VI - Voting

1. Voting conditions

The Coordinator, after discussion, may at any time request a vote on a relevant agenda item. However, he or she shall not request a vote where the quorum of those present is less than half the number of members present at the beginning of the meeting.

2. Each representative shall have one vote and a maximum of three votes, depending on the number of valid proxies he or she has been granted. The decisions of the Collegium shall be taken by consensus and, failing this, by a simple majority of the members present or represented, except in the following cases, where a qualified majority of two thirds shall be necessary:
 - Removal of a member of the Collegium;
 - Removal of a member of the Executive;
 - Removal of the President of ISAU;
 - Removal of the Coordinator of the Collegium.
3. Where a two-thirds majority is not required and in the event of equally divided votes, the Coordinator shall have the casting vote.
4. Parts of a proposal shall be voted on separately if a request is made to this effect. Those parts of the proposal which have been approved in separate vote shall then be put to a vote as a whole.
5. When an amendment to a proposal is moved, the amendment shall be voted on first. When two or more amendments to a proposal are moved, the Collegium shall put them to the vote,

starting with the amendment deemed by the Coordinator to be the furthest removed in substance from the original proposal.

6. When two or more proposals are made in respect of a single proposal, the Collegium shall put them to the vote in the order in which they are submitted. However, after a vote, the Collegium may decide not to vote on the subsequent proposals.
7. The Collegium may decide to vote by means other than a show of hands, in which case the vote shall be by secret ballot.

RULE VII - Proceedings

The proceedings of the Collegium shall be available to all ISAU members.

RULE VIII - Removal and resignation of representatives

1. A representative may be removed from office by the Collegium in the following cases:
 - (a) A material breach of the provisions established in the Statutes of ISAU or the Rules of Procedure of ISAU;
 - (b) Non-compliance with a formal mandate voted for by the Collegium.
2. In the event of a request for removal, the person concerned shall be informed thereof by the Coordinator of the Collegium at least 15 days before the corresponding session and shall be given the opportunity to defend his or her point of view personally or to be assisted by another member of ISAU. Voting shall take place only after the person concerned has been heard, unless he or she is absent or abstains voluntarily. He or she may contest his or her removal on the grounds of misinterpretation of the Statutes of ISAU or the Rules of Procedure. In such case, in accordance with Article X of the Statutes of ISAU and Rule XVII of the Rules of Procedure, the matter shall be brought before the arbitration board.
3. The resignation of a representative shall be presented to the Coordinator, who shall notify thereof the members of the Collegium. In such case, the Collegium shall find the replacement of the resignee.

RULE IX - Ad hoc study groups

The ad hoc study group provided for in Article IV.2 of the Statutes of ISAU shall be appointed only for a specific purpose and a limited time. Its report shall be communicated to the Collegium after the Executive has given its opinion.

THE EXECUTIVE

RULE X - Election, removal and resignation

1. The members of the Executive shall be elected by universal suffrage from among the eight elected representatives of the geocultural group to which they belong for a two-year term. The terms of office of the members of the Executive shall end upon the election of their successors. Three members per geocultural group shall be elected.
2. The relevant provisions of Rule VIII of these Rules of Procedure shall also apply to the removal of a member of the Executive.
3. Any member of the Executive who is absent from meetings of the Executive more than three consecutive times without justification shall be considered to have resigned. In such case, the

President shall notify him or her in writing of his or her removal. The President shall inform the Coordinator of said removal.

4. In the event of the resignation of a member of the Executive, the Collegium shall, as soon as possible, replace him or her with a representative from the same geocultural group.

RULE XI - Operation of the Executive

1. The Executive shall decide on the methods and means most appropriate for implementing the decisions taken by the Collegium. It shall establish the methods for and modalities of managing the affairs of ISAU in accordance with the Statutes of ISAU.
2. The meetings of the Executive shall not be public, and its proceedings shall be confidential, except with regard to the members of the Executive and the Collegium.
3. The Executive may invite other ISAU members to those of its meetings addressing a specific subject which it shall include on the agenda when it deems this necessary. In such case, those invited may speak, but may take the floor again only after the members of the Executive have spoken. They shall not have the right to vote.
4. The Coordinator of the Collegium shall attend, without voting rights, the working meetings of the Executive to coordinate between the Executive and the Collegium.

RULE XII - The President of ISAU

1. The President of ISAU shall be elected by universal suffrage from among the 15 members of the Executive for a two-year term. To the extent possible, the office of President shall be held by a member from each geocultural group on a rotational basis. The President shall be assisted by a Vice-President belonging to a geocultural group other than that to which the President belongs.
2. A President shall under no circumstances be in office for longer than four consecutive years.
3. The President shall direct the work of the Executive, convene meetings of the Executive, and set the agenda for the meetings at which he or she presides. He or she shall represent ISAU in accordance with Article V.3 of the Statutes of ISAU and may delegate his or her duties.
4. The President may appoint a person outside the Executive to carry out a specific assignment.
5. In the event that the President is unavailable (for reasons such as mission or leave), the Vice-President shall replace him or her in the interim. In the event that the Vice-President is unavailable, the President shall appoint a person from among the other members of the Executive to replace him or her in the interim.

BUREAUX

RULE XIII

1. As specified in Article VIII of the Statutes of ISAU, the Bureaux shall be technical organs responsible for studies, reflection, proposals and communication within ISAU.
2. The Bureaux shall also be responsible for organizing operational activities within their remit. In carrying out these tasks, they shall report directly to the Executive; consequently, their decisions shall require prior approval from the Executive.

3. In accordance with Article VIII.6 of the Statutes of ISAU, each Bureau shall define its procedures and terms of reference subject to the approval of the Executive, and shall prepare a summary of the main results of its work.
4. The responsibility for each Bureau shall rest with the members of the Executive in charge of its management.
5. Any member of ISAU may participate in the corresponding work on an ad hoc or permanent basis within the framework of its Bureaux.

RULE XIV - ISAU field Committees

1. Five members of ISAU serving in a given country may establish an ISAU National Committee. Ten members of ISAU serving in a regional unit of UNESCO may establish an ISAU Regional Committee.
2. These Committees shall be organized freely within the framework of the present Statutes and Rules of Procedure of ISAU.
3. They shall be kept continuously informed of the activities of ISAU at Headquarters by any available means under the responsibility of the President of ISAU.
4. They shall also keep the Executive informed of their activities through the corresponding geocultural delegates.
5. These Committees shall be authorized to participate without restriction in the establishment of ISAU's general policy, the development of its programmes and the setting of its budget.
6. ISAU at Headquarters shall defend to the Director-General and the Administration all legitimate, collective and individual interests of the field Committees.
7. They shall define their respective programmes.
8. When visiting Headquarters, the members of ISAU field Committees shall be invited to contact the Executive and participate in its meetings where necessary.
9. Each field Committee shall, in collaboration with the Executive and based on the membership fees set by the Collegium, determine what proportion of its dues are to be transferred to ISAU, which may also, if necessary, grant financial support.
10. The procedures and terms of reference of each Committee shall be notified to ISAU at Headquarters and vice versa.

FINANCES

RULE XV – Default of payment

1. Any member or associate member of ISAU who has not paid his or her dues shall be deemed to have resigned one month after an unsuccessful reminder from the Treasurer. The corresponding information shall be given to the Chair of the Collegium.
2. The person concerned shall be automatically reinstated as soon as he or she has paid his or her dues for the current year.

RULE XVI - Treasury obligations

1. Under the responsibility of the Executive and in particular of the President of ISAU, the Treasurer, assisted by his or her Deputy Treasurer, shall manage the finances of ISAU in accordance with the Financial Regulations of UNESCO and ensure the lawfulness of expenditure and income. He or she shall, in a timely manner, notify the Executive of any possible deficit and propose the appropriate measures for dealing therewith.
2. The Treasurer shall prepare an annual financial management report, which shall be submitted to the auditors for verification. The Collegium shall grant to the Treasurer discharge from liability.

ARBITRATION

RULE XVII - Disputes

1. Whatever its cause, any dispute relating to the application or interpretation of the Statutes of ISAU, these Rules of Procedure or the procedures and terms of reference of the various other organs of ISAU may be brought by any member or associate member before the arbitrators for settlement.
2. The Collegium shall enforce the ruling of the arbitrators, thus putting an end to the dispute in question.
3. The arbitrators shall be elected by the Collegium, taking into account their legal or administrative training. They shall freely issue their ruling, based on the relevant regulations of ISAU.

ELECTIONS RULE XVIII

1. In accordance with Article IV.3 of its Statutes, the Collegium shall set the date of elections, taking into account that at least two months shall be required for their preparation.
2. The Collegium shall set the date of elections and the date of the first meeting of the newly elected Collegium. It shall create an ad hoc group led by the Coordinator for the purpose of preparing and conducting the elections.

RULE XIX

1. In accordance with Rule IV.2, any ISAU member whose annual dues are up to date shall be eligible to stand for election to the Collegium.
2. Each candidate may specify whether he or she is **also** a candidate for election to the Executive and, if applicable, to the Presidency of ISAU.
3. The list of candidates shall be published at least 15 days before the election date. It shall be sorted according to geocultural group and shall contain at least the surname, first name, nationality and sector of each candidate, as well as the proposal for his or her candidature to the Executive and/or the Presidency.

RULE XX

1. In accordance with Rule IV.1, on election day, voting shall take place by universal suffrage and in public.
2. Only ISAU members whose dues are up to date may vote.

3. Each voter shall have an envelope in which to place five ballots (one ballot per geocultural group). He or she shall choose no more than eight persons from each geocultural group.
4. The vote count shall take place in public. Any ISAU member may attend.
5. For the vote to be validated, upon completion of the vote count, a count form shall be prepared by the tellers and countersigned by the ad hoc group in charge of the elections. The count form shall indicate the number of voters, the number of votes per candidate and any written objections expressed on the day of the vote count. In accordance with Article X of the Statutes of ISAU, any dispute shall be referred to the arbitrators.
6. The eight persons from each geocultural group who have obtained the most votes shall be declared **members of the Collegium**.
7. The **three** persons from each geocultural group who have stood as candidates for seats on the Executive and have obtained the most votes shall be declared **members of the Executive**.
8. The person who has stood for election to the Presidency and has obtained the most votes shall be declared **President of ISAU**.
9. If a vote is equally divided, the newly elected Collegium shall have the casting vote.

RULE XXI

1. The Coordinator shall convene the members of the newly elected Collegium on the date set in accordance with Rule XVIII.2.
2. He or she shall report on the elections and announce the results thereof.
3. The new Collegium shall carry out the election of the new Coordinator.
4. If necessary, in the event of an equally divided vote for the members of the Executive and/or the President, the Collegium shall proceed to the election of the Executive and/or the President by secret ballot. The person who has obtained the most votes shall be declared elected.
5. If necessary, in the event of a lack of candidates for the Executive, the Collegium shall fill the remaining seats on the Executive on the basis of its members' proposals and shall confirm the resulting appointments either by acclamation where there is no opposition, or by secret ballot.
6. In accordance with Rule XVII of the Rules of Procedure, all disputes shall be brought before the arbitrators.

REVISION OF THE STATUTES OF ISAU

RULE XXII

1. Revision of the Statutes of ISAU shall not take place until two years after approval by the Director-General.
2. The revision of the Statutes of ISAU may be proposed by the President of ISAU, by the Coordinator of the Collegium, or by any ISAU member, supported by 50 other members. The proposal shall be formulated in writing.
3. An ad hoc group shall then be created by the Collegium to study the proposals for amendment of the Statutes of ISAU and present a draft revision.

4. The draft amendment prepared by the ad hoc group shall be submitted to the President and the Coordinator. The Coordinator shall forward it to the members of the Collegium with a view to receiving their comments thereon by a given deadline. Any comments shall be forwarded to the ad hoc group, which shall consider whether they should be incorporated into the final amendment proposal.
5. For this purpose, the Collegium shall meet in extraordinary session to approve the draft amendment.
6. The vote of the Collegium shall be subject to a simple majority.
7. The President and the Coordinator shall enforce the amendment thus voted for, after seeking and obtaining the approval of the Director-General.

WORKING LANGUAGES

RULE XXIII

1. The working languages of ISAU shall be English and French.
2. All ISAU documents shall, to the extent possible, be produced simultaneously in these two languages.
3. Simultaneous interpretation may be provided during the sessions of the Plenary and of the geocultural groups.
4. Any ISAU member may, at the sessions of the geocultural groups and of the Collegium, request that any draft resolution put to the vote be translated into the working language in which it was not originally composed.

MISCELLANEOUS

RULE XXIV

No additional provision regarding the procedures and terms of reference established by any ISAU organ shall run counter to the provisions of the Statutes of ISAU and these Rules of Procedure.