



COMMITTEE ON FORESTRY

WORKING GROUP ON DRYLAND FORESTS AND AGROSILVOPASTORAL SYSTEMS

Inaugural Session

Rome, 16-17 July 2019

DRAFT RULES OF PROCEDURE

I. BACKGROUND

1. At its 23rd session, considering the relevance and benefits of having a working group on dryland forests and agrosilvopastoral systems, the Committee on Forestry established the Working Group based on Rule XXXI, paragraph 10 of the General Rules of the Organization, as a subsidiary body of the Committee¹ and decided on its Terms of Reference².
2. In accordance with paragraph 11 of Rule XXXI of the General Rules of the Organization, the Working Group may adopt or amend its own Rules of Procedure, which shall be approved by the Committee on Forestry and shall be consistent with the rules of the Committee.
3. The draft Rules of Procedure, as contained in Annex I of this document, are presented to the Working Group for consideration.

II. POINTS FOR CONSIDERATION

4. The Working Group may wish to:
 - Consider the benefits of having its own Rules of Procedure in line with paragraph 2 above;
 - Review and consider for adoption the draft Rules of Procedure for the Working Group; and
 - Request the Working Group secretariat to submit it to the Committee for approval.

¹ COFO/2016/REP paragraph 27 (<http://www.fao.org/3/a-mr526e.pdf>)

² COFO/2016/7.3 Annex I (<http://www.fao.org/3/a-mq993e.pdf>)

RULES OF PROCEDURE OF THE WORKING GROUP ON DRYLAND FORESTS AND AGROSILVOPASTORAL SYSTEMS

Rule I Officers

1. At the first session in each biennium, the Working Group shall elect a Chairperson and two Vice-Chairpersons from among the representatives designated in accordance with paragraph 6 of its Terms of Reference at the end of the session, who shall remain in office until the election of the new Chairperson and new Vice-Chairpersons at the next session. The Chairperson and two Vice-Chairpersons are not permitted to run for re-election for consecutive terms.
2. When electing its officers, the Working Group shall give due consideration to the desirability of ensuring equitable rotation of the offices among the regions and to gender balance.
3. The Chairperson and the two Vice-Chairpersons shall act as a Steering Committee during and between sessions.
4. The Chairperson, or in his absence one of the Vice-Chairpersons, shall preside at meetings of the Working Group and exercise such other functions as may be required to facilitate its work. In the event of the Chairperson and the Vice-Chairpersons not being able to preside at a meeting, the Working Group shall appoint a Member of the Working Group, to take the chair.
5. Between sessions, the Steering Committee shall facilitate consultation with Members in relation to agendas, formats and other matters, and perform other actions relevant for ensuring preparations for the sessions.
6. The Director-General of the Organization shall appoint a Secretary who shall perform such duties as the work of the Working Group may require.

Rule II Sessions

1. The Working Group shall normally hold one session every two years, unless otherwise requested by a majority of the Members of the Working Group. Sessions shall be convened by the Director-General in consultation with the Chairperson of the Working Group taking into account any proposals made by the Working Group.
2. Notice of the date and place of each session shall normally be communicated at least two months in advance of the session to all Members and international organizations as may have been invited to attend the session.
3. Presence of a majority of the Members of the Working Group shall constitute a quorum for any action by the Working Group.

Rule III Attendance

1. Attendance at sessions of the Working Group shall be governed by the principles provided in Rule XXXI, paragraph 10 of the General Rules of the Organization.

Rule IV**Agenda and documents**

1. The Director-General, in consultation with the Chairperson of the Working Group, shall prepare a provisional agenda and shall normally circulate it at least two months in advance of the session to all Members and international organizations invited to attend the session.
2. All Members in the Working Group may request the Director-General, normally not less than 30 days before the proposed date of the session, to insert an item in the provisional agenda. The Director-General shall thereupon circulate the proposed item to all Members, together with any necessary papers.
3. The Working Group in session may by general consent amend the agenda by the deletion, addition or modification of any item.
4. Documents not already circulated shall be dispatched with the provisional agenda, or as soon as possible thereafter.

Rule V**Voting**

1. Each Member of the Working Group shall have one vote.
2. The decisions of the Working Group shall be ascertained by the Chairperson who, upon the request of one or more Members, shall resort to a vote, in which case the pertinent provisions of Rule XII of the General Rules of the Organization shall apply *mutatis mutandis*.

Rule VI**Records and papers**

1. The reports of the Working Group shall be made available for information to all of its Members, all Member Nations and Associate Members of the Organization, non-member States invited to the sessions, and to interested international organizations entitled to be present at the sessions.

Rule VII**Suspension of Rules**

1. The Working Group may decide to suspend any of the foregoing Rules of Procedure, provided that 24 hours' notice of the proposal for the suspension has been given. Such notice may be waived if no Member objects.

Rule VIII**Amendment of Rules**

1. The Working Group may, by a two-third majority of the votes cast, amend its Rules of Procedure, provided that such amendment is consistent with the Rules of Procedure of the Committee on Forestry and be adopted by the Committee.
2. No proposal for the amendment of these Rules shall be included in the agenda of any session of the Working Group, unless notice thereof has been dispatched by the Director-General to Members of the Working Group at least 30 days before the opening of the session.