

reports of their activities for presentation to Council meetings.

Section 11: Twenty (20) of the registered delegates representing at least seven (7) of the affiliated unions shall constitute a quorum for the transaction of business.

Section 12: The rules and order of business governing meetings shall be:

- a) The President, or in his/her absence, the 1st Vice-President, or in his/her absence, the 2nd Vice-President, shall take the chair at the time specified, at all regular and special meetings. In the absence of the President and his/her designated representatives, a chairperson shall be chosen by the Executive Board.
- b) No question of a sectarian character shall be discussed at meetings.
- c) When a delegate wishes to speak s/he shall be recognized by the Chairperson and shall give his/her name and the organization s/he represents and shall confine his/her remarks to the question at issue.
- d) A delegate shall not speak more than once on a subject until all who wish to speak have had the opportunity to do so.
- e) A delegate shall not interrupt another except it be to call to a point of order.
- f) If a delegate be called to order, s/he shall, at the request of the Chairperson, take his/her seat until the question of order has been decided.
- g) Should a delegate persist in unparliamentary conduct, the Chairperson will be compelled to name him/her and submit his/her conduct to the judgement of the meeting. In such cases the delegate whose conduct is in question should explain and then withdraw, and the meeting will determine what course to pursue in the matter.
- h) When a question is put, the Chairperson after announcing the question shall ask: "Are you ready for the question?" If no delegate wishes to speak, the question shall be put.
- i) Questions may be decided by a show of hands, or a standing vote, but a roll call vote may be demanded by thirty (30) percent of the delegates present. In a roll call vote each delegate shall be entitled to one (1) vote.
- j) Two (2) delegates may appeal the decision of the chair. The Chairperson shall then put the question thus: "Shall the decision of the Chair be sustained?" The question shall not be debatable except the Chairperson may make an explanation of his/her decision, and also the mover of the motion.
- k) The Chairperson shall have the same rights as other delegates to vote on any question. In case of a tie vote, s/he shall cast the deciding vote.
- l) When the previous question has been moved, no decision or amendment of either motion is permitted. If the majority vote that "the