

ceptions or alternatives to the rules may be made for the meetings of the Coordinating Committee, or the State Meeting or any part thereof where applicable. Unless the Coordinating Committee votes on the record to provide such exception or alternative, §§ 1904.1-1904.3, 1904.18(a) shall apply as set forth above.

(b) The Coordinating Committee shall have no authority to make exceptions to or provide alternatives for any rules other than as set forth in paragraph (a) of this section.

PART 1905—NATIONAL WOMEN'S CONFERENCE, RULES OF ORDER

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Subpart A—Call to Conference

§ 1905.1 Call to conference.

The Commission shall determine the time, place and the agenda of the Conference and shall issue official notice

thereof to the Chair and to the Recording Secretary of each Coordinating Committee, to all delegates, and to the general public.

Subpart B—Voting Delegates and Voting

§ 1905.2 Voting body.

The voting body of the Conference shall consist of the following voting delegates:

(a) State delegates, certified as having been duly selected in accordance with applicable regulations;

(b) All current and past members of the Commission;

(c) Additional delegates-at-large designated by the Commission deemed necessary and appropriate to fulfill the requirements of Section 3(a) of Pub. L. 94-167;

(d) Alternate State delegates who have been properly certified in one of the following two ways:

(1) If the Commission receives proper notification by November 1, 1977, that a State Delegate is unable to attend, the ranking alternate selected at the State Meeting will be permanently certified by the Commission as a State delegate; or

(2) The Chair of the State delegation shall notify the Credentials Committee if she has been informed by a delegate in her State's delegation that such delegate is unable to attend or can no longer continue to participate in one or more sessions. Upon notification by chair of the State delegation, the Credentials Committee will then certify the appropriate ranking alternate delegate present at the Conference as a delegate for her State for the appropriate session or sessions.

(3) In implementing the aforementioned rules, the following principles shall be controlling:

(i) An alternate has no right to participate as a voting delegate unless properly certified pursuant to paragraph (d) (1) or (2) of this section.

(ii) If a delegate has notified the chair of her State's delegation that she is unable to participate in any session and if she has been replaced by an alternate for that session according to the procedure in this section, she

may not return and be recertified as a voting delegate during any such session.

(iii) There shall be no alternate delegates for current and past members of the Commission and delegates-at-large.

§ 1905.3 No proxy voting.

There shall be no proxy voting. No individual shall have more than one vote.

§ 1905.4 Method of voting.

The regular method of voting shall be by standing vote, except that individuals with physical limitations may vote by raising their hands. A majority vote of those present and voting shall be required in order to overrule any ruling of the chair. There will be no secret ballots or roll call votes.

§ 1905.5 Identification badges.

Voting delegates and alternates shall have photo identification badges.

Subpart C—Registration for Plenary Sessions

§ 1905.6 Registration.

All persons who attend the plenary sessions (including press) must comply with registration requirements, including registering with name, address, identification, and payment of any required fee. Upon compliance with registration requirements each registrant shall be issued an identification badge as voter, special guest, observer, press or staff. Badges shall not be transferable and they must be visible at all meetings. Badges shall not be altered in any fashion.

Subpart D—Conduct of Conference Sessions

§ 1905.7 Order of business.

The Commission shall establish the order of business for the Conference when it issues the Call to the Conference according to § 1905.1. New business may be submitted and adopted in accordance with § 1905.15.

§ 1905.8 Designated seating.

Separate seating spaces shall be provided and clearly designated as follows: (a) Current and past Commission members; (b) State delegates, seated by State delegation; (c) Delegates-at-large; (d) Alternate State delegates; (e) Special guests; (f) Official observers; (g) Operational committees and Commission and Conference staff; (h) Duly registered press; and (i) Duly registered observers to the capacity of the meeting room.

Only persons wearing an appropriate badge shall be admitted to the plenary sessions by the Credentials monitors, and only to designated areas and at designated times in accordance with procedures established by the Commission and the Credentials Committee. Only voting delegates, authorized media personnel and authorized Commission and Conference staff shall be admitted to the floor for Conference sessions.

§ 1905.9 Quorum.

One-third of the duly registered voting delegates shall constitute a quorum for the plenary voting sessions.

§ 1905.10 Discussion and debate.

(a) In order to address the Conference, a voting delegate must address the chair, await recognition, give her name and identification and state whether she is speaking in the affirmative or the negative.

(b) Discussion on a motion or agenda topic shall be limited to two minutes for each speaker.

(c) No one may speak a second time on an issue until all others who wish to speak have had an opportunity to do so.

(d) Debate may be limited or terminated by a majority vote of those voting delegates present and voting.

(e) The Chair shall have the authority to call an executive session when she deems it necessary to insure the orderly conduct of the Conference. In the event the Chair exercises this authority, the hall shall be cleared of all observers.

§ 1905.11 Making motions.

(a) Only properly certified voting delegates may speak to issues, making motions or vote. All motions, except on procedural matters, shall be written and signed by the person who makes the motion. The chair may require such written motion before action is taken.

(b) A majority vote of those voting delegates present and voting shall be required to table, or to postpone indefinitely, or to object to consideration.

§ 1905.12 Credentials committee.

A Credentials Committee shall be appointed by the Rules Committee. The Credentials Committee shall have authority and responsibility to resolve any questions of registration, voting rights, or admission to the Conference, and to report registrations to the Conference upon request of the Chair. List of State delegates and of delegates-at-large shall be provided to the Chair of the Credentials Committee prior to the opening of Conference registration. Duplications of such lists shall be prepared to facilitate the registration.

(a) No registrant will be permitted to obstruct the view or hearing of any other registrant by any device. Only persons authorized by the Commission shall be permitted to bring any electronic or sonic devices into the Conference. Any person violating these rules may be denied all Conference privileges and removed from the Conference.

(b) Any registrant may be requested at any time by the Credentials Committee to provide additional identification. The Credentials Committee may deny any or all Conference privileges to any registrant who lacks appropriate identification or abuses any Conference privilege or obstructs the orderly conduct of the Conferences.

(c) The Credentials Committee shall appoint sergeants-at-arms and credentials monitors as necessary to assist in the enforcement of the rules of the Conference.

§ 1905.13 Timekeepers.

Timekeepers shall be appointed by the Rules Committee to serve at all

sessions. Their duty shall be to indicate to each speaker an appropriate warning before expiration of the time allowed.

§ 1905.14 Floor tellers.

Floor tellers shall be appointed by the Rules Committee to count, tabulate and report standing count votes. The floor tellers shall be assigned to definite sections of the conference floor. A record of the vote shall be entered in the minutes. During a vote count only floor tellers will be permitted to move about. All other persons except voting delegates shall leave the voting area.

§ 1905.15 New business.

Subject matter not embraced within the established order of business, in the judgment of the Chair, may be brought up under the heading of new business at the final session. Any such new business shall be submitted to the Recording Secretary in writing prior to the close of the session before the last plenary session in order that it may be read to the Conference body at the start of the last plenary session. A majority vote of those voting delegates present shall be required to consider such new business.

§ 1905.16 Minutes.

The recording secretary, who shall be appointed by the Rules Committee, shall be responsible for the preparation of the official minutes for all plenary sessions. Tape recording shall be provided for all plenary session discussions to aid in the preparation of accurate minutes by the designated Recorder or Recorders. Minutes shall be approved by the Chair of the Session and by the Presiding Officer of the Commission or her designate.

§ 1905.17 Interpretation of rules.

Any question regarding the interpretation of these rules shall be resolved by the Rules Committee.

§ 1905.18 Parliamentary authority.

(a) The Rules Committee shall appoint the parliamentarians who shall be advisors to the Chair. The rules in Roberts' Rules of Order Newly Re-

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vised, shall govern the plenary sessions of the Conference in all cases when not inconsistent with these rules.

(b) The format, agenda, order of business and seating arrangements shall be determined in all cases by the Commission. All discussion groups or other meetings of the Conference shall be governed by Roberts' Rules of Order Newly Revised whenever open debate is scheduled.

§ 1905.19 Conference officials.

At each plenary session there shall be in attendance a Chair, Vice-Chair, Federal officer, appointed pursuant to

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the requirements of the Federal Advisory Committee Act, the Chair of the Rules Committee or her designee, the Chair of the Credentials Committee or her designee, an official parliamentarian, timekeepers, tellers, a recording secretary and credentials monitors. The Chair and Vice-Chair for each plenary session shall be appointed by the Commission.

§ 1905.20 Committee of the conference.

Pursuant to Section 3(b)(7) of Pub. L. 94-167 the Conference shall establish a Committee of the Conference which will take steps to provide for the convening of a second National Women's Conference.