

COMMUNICATIONS WORKERS' UNION
575 North Circular Road, Dublin 1

STANDING ORDERS COMMITTEE

The Standing Orders Committee is concerned with the number of Motions submitted for Biennial Conference which were out of order. We feel the following guidelines may be of assistance to Members when submitting Motions to their Branches for consideration at the 13th Biennial Conference:

Motions:

1. A Motion must contain an instruction from Conference to the National Executive Council (i.e. *"Conference instructs the incoming National Executive Council to...."*).
2. A Motion must not be negative in character.
3. A Motion must deal with only one subject.
4. It is advisable, when formulating Motions, to ensure that where it refers to a specific company that the company is named within the Motion.
5. It should be remembered that the CWU does not represent all staff in each company.

Amendments to Motions:

1. An Amendment to a Motion must be directly relevant to that Motion.
2. An Amendment to a Motion must not alter the substance of the Motion.
3. An Amendment to a Motion may not bring a Motion which is out of order back into order.
4. *Addendum:* An Addendum is an addition to a Motion and may not introduce new subject matter to the original Motion.

A Branch must be present at Conference in order to move a Motion or an Amendment.

At all times during Conference the Standing Orders Committee is available to Delegates and Delegates should avail of this facility to the full.
