



How does an IFM-SEI Congress works?

The Congress takes place every three years and is our highest decision-making body. During Congresses, we take important decisions for our movement, for example electing a new leadership, deciding on our work-plan and adopting important political resolutions or working documents. In the years between Congresses, we have smaller International Committee Meetings.

Every member organisation that paid their membership fees (or made an agreement with the Control Commission) can send up to five delegates to an IFM-SEI Congress. Each delegate has the right to speak during the Congress.

Several **commissions** are responsible for the smooth running of the Congress. They are small groups of people from different organisations who help the IFM-SEI presidium to prepare and run the congress.

THE CONGRESS PRESIDIUM (3

people) moderates all the discussions and tells you what's going on. They will be elected at the start of the Congress.

The MANDATES AND RULES COMMISSION (3 people)

is responsible to make sure everyone has the right number of votes. They will also count the votes at the elections and will check if everything goes according to our constitution and rules of procedure. The International Committee decided that IFM-SEI's Control Commission should take this role during Congress.

The RESOLUTIONS AND WORK-PLAN COMMISSION

is responsible to prepare a draft work plan for IFM-SEI and seek input from member organisations for this plan. They can also help you in formulating resolutions and amendments to these resolutions and the work plan.

In order to run smoothly, the International Committee adopts "[Rules of Procedures](#)" for our Congresses. Together with the IFM-SEI [Constitution](#) they outline how elections are done, how debates are conducted etc.

WHAT TO DO DURING DEBATES?

Speaking: When we discuss the changes to the constitution and the work-plan, the new membership fee system or the code of conduct, we will have plenary debates (a discussion with all delegates). If you want to share your opinion, say something in favour or against an amendment or ask something, you can do this by **raising the name card of your organisation**. The Congress Presidium needs to see you. They will put you on a 'list of speakers' and will tell you when it's your turn to speak.

Very often at this kind of political meetings, men talk much more than women. In order to make sure as many women get their voice heard as men, we will have a "**gendered speakers' list**". That means that every second speaker needs to be a woman. So, for example even if two men show their

intention to speak at the beginning of a discussion, and a woman only raises her hand later on, she will still be the second speaker, before the second man is allowed to talk.

You can also influence the debate with the following things:

Points of order: These are related to the procedure and running of the conference. Raise one if, for example, you think someone doesn't follow the rules of the debate.

Adjournment of the debate: If you want something that is discussed now to be agreed at a later stage, you can ask for an 'adjournment of the debate'. The Congress needs to vote on this demand.

Closure of the debate: This means you want the debate to be over and to vote now on what was discussed. The Congress needs to vote on this demand.

Motion of division: If you want that the Congress votes separately on different parts of a resolution or amendment, you can ask for that. The Congress needs to vote on this request.

VOTING

Most voting is done by showing the voting cards that each organisation will receive at the beginning of the Congress. The number of votes that each organisation has depends on the size of the organisation. The number of votes ranges from 2 to 5 votes.

If three organisations ask for it, voting can be done secretly (with ballot papers).

Most things will be agreed by a 'simple majority'. This means that 50% of all the votes given need to be in favour of something to be accepted.

2/3 majority is needed to:

- ✓ Accept an organisation as a new member or candidate, or to terminate an organisation's membership
- ✓ Change the constitution

Voting is only possible if we have a '**quorum**', that means a minimum number of votes that must be present in the room for voting. This is 2/3 of all votes given out in the Congress. So if for example 200 voting cards have been distributed, and then lots of organisations are out of the room during a decision and there are only 100 voting cards in the room, then the decision cannot be taken.

Voting in elections is done secretly (on ballot papers).

If there are several candidates, the candidate with the highest numbers of votes is elected.

The president and secretary general need to receive at least 50% of the votes. Every uncontested candidate also needs 50% of the votes.

!! If an organisation sends a delegation that is not gender balanced, they will lose half their votes!!

What issues will be discussed?

3-YEAR STRATEGY AND WORK-PLAN

The strategy and work plan describes in detail what we want to do in IFM-SEI in the coming three years. The work plan committee collected input from our member organisations at the International Committee Meeting 2015, IFM-SEI seminars, through an online workshop and from individual organisations!

Based on this input, they have written a draft of the work-plan. At the IFM-SEI camp, more feedback and input will be collated through the theme tents and in dedicated workshops, which will lead to a second draft.

We will discuss this second draft and you will have the possibility to suggest more changes during the Congress. **The deadline to propose changes is on 7th August at 12:30.** For amendments, please use only the official [amendment form](#). We will vote on the changes and on the full strategy and work-plan.

ELECTIONS

We will elect a new Presidium of IFM-SEI:

- ✓ A president
- ✓ A secretary general
- ✓ 2 members of the Presidium per region
- ✓ 3 Control Commission members

There are two quotas in place, an age quota and a women's quota:

- 1) One presidium member per region must be a woman and at least one of the positions for President and Secretary General must be a woman.
- 2) One presidium member per region must be under 30

Candidates without a counter-candidate need to get at least 50% of the votes to be elected. If they don't get 50%, you can also nominate new candidates for these positions.

A NEW MEMBERSHIP FEE SYSTEM

At every Congress, the delegates have to decide on the membership fees for the next three years. In the last years, it was often discussed that the current system (based on the size of the organisation and their geographic location) is too complicated, as it allows for 20 different categories. Many organisations don't pay according to their actual size and the Control Commission makes individual agreement with around 20 organisations per year.

The Control Commission has therefore developed a new system based on only six different categories, grouping together organisations according to their financial strength. The proposed system includes a basic component and a "solidarity component", giving more flexibility to the system and at the same time still securing enough income for IFM-SEI. The solidarity component allows organisations to contribute more in financially stable years, and less in years in which they have financial difficulties.

OUR CONSTITUTION

The Presidium proposes three changes to the constitution:

- 1) **Aims and principles:** The current description of our aims and principles is outdated and does not reflect how IFM-SEI interprets its values in our regular activities. The presidium therefore proposes not new aims and principles, but changes to their descriptions.
- 2) **Introduction of thematic networks:** We already have a Rainbow Network and the election of its coordinator is ratified by the IFM-SEI Congress. We propose to strengthen this network by including it in our constitution, and also allowing other thematic networks to be formally established.
- 3) **Voting system:** The voting system is based on the number of members of each member organisation. This number is very difficult to assess, as every organisation counts their numbers differently and currently many members don't want to share their real number with IFM-SEI, as this would lead to a higher membership fee – which is equally based on the number of members. So in practice the number of votes is linked to the membership fee.

With the proposed new membership fee system, this link would not be possible anymore. The Presidium therefore sees three options for the voting system, but recommends option c.

- a) *The voting system remains the same, and organisations must show IFM-SEI a reasonable calculation of their number of members.*
 - 2 votes for up to 5000 members
 - 3 votes for above 5000 members
 - 4 votes for above 9000 members
 - 5 votes for above 14,000 members.
- b) *The voting system is changed according to the new membership fee system:*

Each member organisation is entitled to:

 - 1 vote for organisations in fee category 1
 - 2 votes for organisations in fee category 2
 - 3 votes for organisations in fee category 3
 - 4 votes for organisations in fee category 4
 - 5 votes for organisations in fee category 5
 - 6 votes for organisations in fee category 6
- c) *The voting system is no longer connected to the number of members or the fee paid.*

Each member organisation is entitled to one vote.

CODE OF CONDUCT

The International Committee Meeting 2014 decided, that IFM-SEI should develop its own Code of Conduct – a document describing how we must put our values in practice in IFM-SEI.

This was based on cases where participants in IFM-SEI activities, or the leadership of our member organisations, did not comply with our values such as non-violence or gender equality. The Code of Conduct explains what these values means in practice, and what kinds of behaviours are not accepted in our movement. It also outlines the consequences in cases of violations of the code.

A draft of the Code of Conduct was discussed at the International Committee Meeting 2015. Based on these discussions and concrete amendments, the presidium now proposes a second draft that will be voted upon in this Congress.

You can still propose changes to the Code of Conduct by using the [amendment form](#) before Saturday 6th August, 14:00.