



The International Lesbian, Gay, Bisexual, Trans and Intersex Association

Guidelines to submit Proposals

The ILGA World Conference is the unique moment where members can have a direct impact on the work of the organisation, including electing its leadership and making amendments to its [Constitution](#), [Standing Orders](#) and [Strategic Plan](#). These three founding documents give shape to the democratic structure of the organisation and ensure its legitimacy as the world federation of organisations working for the equal rights of all LGBTI people everywhere.

Members can submit two kinds of proposals to the Conference:

- Resolutions
- Amendments to the Constitutions and Standing Orders

A. Resolutions

Resolutions will normally be formulated as a statement leading to a request to somebody to do something. This will be followed by an explanatory note giving the background and reason.

B. Amendments to the Constitution and Standing Orders

It is important that a proposal to change the Constitution or the Standing Orders is very clear about what should be changed. In order to facilitate compliance with the ILGA Constitution and Standing Orders, all proposals should follow the following format:

“In the Constitution, Section X.y change “xxx” to “yyy” OR

“In the Constitution, Section X.y delete “xxx” and insert “yyy” OR

“In the Constitution, Section X.y delete “xxx” OR

“In the Constitution, delete Section X.y “ OR

“In the Constitution, insert a new Section X.y: “yyy”

In addition, there should be an explanatory note with the reason and rationale for the proposed amendments.

In order to clarify the consequences of the proposal, include a section showing the current wording of the relevant article in the Constitution or Standing Orders compared to how the article would look if the proposal is passed - preferably in two

columns showing the current rule and the proposed; or the current rule with the amendments shown as track changes.

C. Amendments to Proposals

Following the second conference mailing where proposals are published, member organisations can put forward amendments to the proposals. Such amendments shall have the same format as mentioned above. It should be clear what should be changed and how the final proposal would look if the amendment was carried. These will then be circulated in the third conference mailing.

In addition, the General Workshops at the Conference and, rarely, the Conference itself in plenary session (where all delegates from member organisations meet altogether) can make amendments to proposals.

Both the amendments included in the third mailing and amendments made at the conference must refer to the same issues as the original proposal.

D. Voting on Proposals

When it comes to voting proposals at the conference, amendments are dealt with first. If there is more than one amendment to a proposal, the most far reaching are voted upon first. In all cases a simple majority vote (more votes for than against) decides whether an amendment is included in the original proposal or not.

Then the Conference finally votes on the proposal as amended.

Resolutions and amendments to the Standing Orders are passed by a simple majority vote (more vote for than against). Changes to the Constitution need a majority of 75% of the votes cast for and against.

IMPORTANT NOTICE

In case the submitted proposal does not comply with the guidelines set out in this document, the Board is entitled to disregard the proposal without any further procedure.