

# **ETF CONGRESS 2022**

## **Resolutions Committee Terms of Reference**

### **1. Purpose of the Committee**

The mandate of the Committee is to support the consistent, inclusive and fair treatment of motions submitted by affiliated organisations for the ETF Congress, in accordance with the ETF Constitution.

The working language of the Resolutions Committee is English.

### **2. Structure of the Committee**

The Resolution Committee shall be composed of seven members nominated by the Executive Committee.

Membership of the Resolutions Committee must reflect a reasonable geographic and sectoral balance. Gender balance should be reflected and the difference between the number of women and men cannot exceed one. There should be at least one representative of the Youth Committee and one representative of the Women's Committee.

### **3. Term**

The work of the Resolutions Committee starts after the deadline for submission of motions as set by the ETF Constitution. The Committee will meet on an as-required basis.

### **4. Responsibilities**

The Resolutions Committee is tasked to review all motions submitted and:

- ✓ Combine any motions that are similar in nature into a “composite motion”;
- ✓ Prioritise motions to align where possible with the agenda
- ✓ Integrate motions into the main Congress theme document where appropriate;
- ✓ Redraft motions dealing with issues affecting more than one industrial section;
- ✓ Discard motions that repeat existing Congress resolutions;
- ✓ Discard motions which are confined to the interests of an individual section and refer them via the section Chair;
- ✓ Draft motions where necessary;
- ✓ Deal with amendments to motions and negotiate any advance acceptance of amendments;
- ✓ Ensure all motions and amendments comply with the given deadlines for submission;
- ✓ Check whether any motions require constitutional changes;



- ✓ Determine whether any emergency motions submitted are in compliance with the criteria set out in the ETF Constitution;
- ✓ Submit Congress motions for comment by the Executive Board in advance of their going to the floor of Congress.

If the Committee is not clear on any aspect of the motions, they should meet with the submitters of the motion to clarify intent.

