

**Inclusion of Executive Board Recommendations in Working Papers**

Presented by

Constitution and Administrative Committee (CAC)

**SUMMARY**

Examine feasibility and added value of including Executive Board recommendation(s) in Working Papers published for Directors' consideration at Conference

**1. INTRODUCTION**

- 1.1. At Conference 2024 CAC was asked to consider the value of including recommendations from the Executive Board (EB) with respect to Working Papers (WP) published for Directors' consideration.

**2. DISCUSSION**

- 2.1. The IFATCA Administrative Manual (IAM) provides that any member of the Federation may submit Working or Information Papers for consideration of the Federation at Conference. The EB may, and regularly does submit WP for consideration of Directors.
- 2.2. WP with policy recommendations shall be submitted 30 days prior to Annual Conference unless such recommendations require a change to Part 1 of the IAM "Convention, Constitution, and Bye Laws" in which case 90 days prior is required.

*Note: this deadline is subject to change pending outcome, at this conference, of WP A.6.2.8/2024 proposing amendment to required submission dates*

- 2.3. Any working paper that recommends new or amended policy shall contain draft recommendations(s) that are considered, and voted upon by Directors present, either in person, or by proxy. Such recommendations are incorporated in the Conference Report for each Committee for ratification in Final Plenary upon acceptance of the report by vote of Directors present. Amendments to Part 1 of the IAM require individual ratification by Directors in Final Plenary.

- 2.4. Directors should, prior to Conference, establish the position of their Member Association (MA) and that of any MAs for whom they carry a proxy, with respect to WP, and any recommendations therein.
- 2.5. It should be noted that EB members are not eligible to vote on such matters, but it is accepted that EB will consider each working paper and may provide advice in Committee where required. Directors shall consider each WP and any recommendations therein on their own merits and, following discussion in Committee, test such recommendations by vote.
- 2.6. There is a possibility that EB recommendation(s) could be seen as direction to Directors.
- 2.7. There is ample time in Committee sessions to consider submitted WP, advice from EB regarding the content including recommendations, and for Directors to challenge the reasoning and/or conclusion prior to the matter being put to vote. The voting provisions of the IAM provide clear direction that all policy matters of the Federation are subject to mandate by Directors representing the Member Associations of the Federation.
- 2.8. There may be insufficient time for EB to consider WP and include such recommendations without delaying publication of WP to MAs and their members.

### **3. CONCLUSION**

- 3.1. Directors should consider WP on the merits of the submitted paper, recommendations, presentation, and any discussion in Committee.
- 3.2. EB recommendations and/or advice can be put in Committee and considered in context with presentation of the WP as a whole.
- 3.3. No changes to the required elements of a working paper are required.

### **4. RECOMMENDATIONS**

- 4.1. That this paper be accepted as information only

### **5. REFERENCES**

- 5.1. [IFATCA Constitution and Administrative Manual Ver 66.1 September 2023](#)

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