



DOCUMENT 2A - World Scout Youth Forum Rules of Procedure

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The World Scout Youth Forum (WSYF) Rules of Procedure are part of the WSYF Guidelines that have been revised and updated by the 14th World Scout Youth Forum Planning Committee, endorsed by the Youth Advisors to the World Scout Committee (WSC) and approved by the WSC.

The following Rules of Procedure are designed to allow for flexibility in the modalities of delivering the Youth Forum, specifically to include provisions to allow for a virtual event.

1. Approval by each World Scout Youth Forum

- a. These draft WSYF Rules of Procedure must be submitted for approval by delegates to each WSYF, at its opening session.
- b. Amendments to the WSYF Rules of Procedure may be proposed and adopted by the WSYF, provided that they, in the view of the WSYF Planning Team, do not contradict the text of the WSYF Guidelines approved by the WSC, the WOSM Constitution or the Rules of Procedure of the World Scout Conference.
- c. Proposed Amendments to the WSYF Rules of Procedure must be sent in writing by a registered delegate of a Member Organization to the WSYF Planning Committee no later than 72 hours before the Opening Session at which they will be considered for approval.

2. Delegates and Observers

- a. **Delegates:** Each Member Organization may be represented by up to two delegates to the WSYF. Only individuals who are members of the World Organization of the Scout Movement (WOSM) can be delegates to the WSYF (see Conference Resolution 1999-07).
- b. **Observers:** Each Member Organization may be represented by a maximum of four observers to the WSYF.
- c. More information about the profile, selection, preparation, age, other types of participation and communication with the delegates and observers is specified in the WSYF Guidelines.

3. Chairperson

- a. As specified in the WSYF Guidelines, the Chairperson of the WSYF is elected from and by the six outgoing Youth Advisors.
- b. The Chairperson's ruling during a plenary session is final.
- c. During WSYF plenary sessions, the Chairperson will decide who will be invited to occupy seats on the platform or any virtual platform.

4. World Scout Youth Forum Planning Committee

- a. The composition and function of the WSYF Planning Committee is specified in the WSYF Guidelines.
- b. The members of the WSYF Planning Committee will assist the Chairperson of the WSYF in running the sessions.

5. Voting

- a. As specified in the WSYF Guidelines, each delegation may cast two votes irrespective of the number of delegates representing a Member Organization at the WSYF.
- b. Decisions made by vote must be approved by a simple majority of votes cast; abstentions are not to be considered.
- c. Voting may be by electronic means or by show of voting cards, as ordered by the Chairperson.

In the event of a problem with the electronic voting system, or where called for by a majority of Member Organizations, the Chairperson will allow for the use of a backup system established by the World Scout Bureau.

- d. The WSYF will appoint Tellers to support the voting process. It is preferable to choose the Tellers from the observers of the WSYF and to make sure they are not related to any of the voting or election processes.

Where voting is by a show of voting cards or by a written ballot, the Tellers will count and verify the number of votes recorded. Where electronic counting of votes is used, the Tellers will oversee the voting procedure and verify the number of votes recorded.

If the Tellers have cause to believe that there may be any irregularity in voting, they shall immediately declare that concern to the Chairperson of the WSYF. The Chairperson shall consider the circumstances and take such action as he or she shall judge appropriate within these Rules of Procedure, as well as the Constitution of WOSM and Conference Rules of Procedure.

- e. If used, voting papers spoilt either deliberately or inadvertently shall count neither "for" nor "against", in determining the number of votes cast.

6. Elections of the Youth Advisors

- a. Following the nomination procedure, as stated in section 6.a.iii of the WSYF Guidelines, the election of the six Youth Advisors for the period of three years up to the next WSYF, will be by secret ballot.
- b. Only delegates (maximum of two per Member Organization) to the WSYF have the right to vote.
- c. The candidates receiving the most votes will be declared elected to fill the vacancies of the Youth Advisors at the WSYF. In the event of a tie to fill the last position(s), the younger candidate(s) (between the ties) will be declared elected.
- d. The Chairperson shall announce the results of the elections, including the number of votes cast in favour of each candidate and the total number of votes cast.

7. World Scout Youth Forum Outcomes and Formal Proposals¹

As a safe space where young people can present, share, and discuss ideas and as an inspirational experience of empowerment, it is important that the WSYF be included in the wider structures developed for the involvement of young people within the Movement. As such, the outcomes of the WSYF should have ongoing consequences for further youth involvement in any other areas.

¹ WSYF will not propose any Draft Resolutions or Amendments related to WOSM's Constitution, policies or any major change that must reach the World Scout Bureau officially from the Member Organizations of WOSM not less than six months before the opening date of the World Scout Conference. All proposals should follow the World Scout Conference Rules of Procedure. This does not preclude the possibility of existing proposals being discussed during the WSYF.

Moreover, the WSYF represents a solid base for discussion and youth engagement in policies and topics related to the Sustainable Development Goals (SDGs) and active citizenship, communication and governance at local, national and global levels. In this direction, the WSYF should allow participants to transfer know-how skills for those not able to attend the WSYF themselves and inspire them to be socially involved.

In this regard and considering its objectives, the WSYF may produce the following outputs:

i. Report to the World Scout Conference

A concise report that will be presented during the World Scout Conference, including core developments that occurred during the WSYF and its main results.

ii. Proposal of Draft Amendments

The World Scout Youth Forum may agree on a list of Draft Amendments, while observing the World Scout Conference "Resolution & Amendment Guidelines". These Amendments may pertain to Draft Resolutions (including the Triennial Plan) and Draft Emergency Resolutions under consideration by the World Scout Conference. Insofar as practical, the process of adoption will mirror that at the World Scout Conference as described in its Rules of Procedure.

This compiled list of proposed Draft Amendments emanating from the WSYF:

- Will be made available to all delegations at the World Scout Conference as part of the WSYF Report.
- Will be highlighted during the respective break-out sessions of the World Scout Conference, where the Draft Resolutions are discussed.

However, none of the proposed Draft Amendments compiled by the WSYF will be considered by the World Scout Conference unless proposed and seconded at the World Scout Conference by Member Organizations.

iii. Proposals of Draft Emergency Resolutions

The WSYF may also agree on proposed Draft Emergency Resolutions to the World Scout Conference for such matters that are "urgent" and "important" to consider. The required qualifications to meet "urgent" and "important" are described in Annex 2B of the World Scout Conference Rules of Procedure. The Drafting Committee (with the endorsement of the WSYF Planning Committee) will report on the compliance of the Draft Emergency Resolution(s) with the WSYF RoP and World Scout Conference Rules of Procedure.

Any proposals of Draft Emergency Resolutions emanating from the WSYF:

- Will be made available to all delegations at the World Scout Conference as part of the WSYF Report.
- Will be highlighted during the respective break-out sessions during the World Scout Conference, where all Draft Resolutions are discussed.

However, none of the proposed Draft Emergency Resolutions proposed by the WSYF will be considered by the World Scout Conference unless proposed and seconded at the World Scout Conference by at least nine Member Organizations from three different Regions, as provided for in the World Scout Conference Rules of Procedure.

iv. WSYF Final Declaration

A statement that summarises the main concerns or messages that the participants would like to share with WOSM and/or the world. This in part helps guide the Youth Advisors' work during the triennium.

The Final Declaration should be in the form of a general statement that expresses the key messages that the WSYF participants collectively and/or individually, would like to convey. These may include major concerns, calls for action, wishes, encouragements, commitments, etc.

The WSYF Final Declaration will be included in the report of the WSYF to the World Scout Conference, it does not require endorsement by the WSC or Member Organizations and will be communicated to all delegations.

v. Personal Action Plan

Based on the different sessions of the agenda, each delegate will develop an action plan, supported by guidelines provided by the WSYF Planning Committee, that will allow them to focus on their own personal interests and Member Organization's expectations. Additionally, the action plan will support the delegates to transform decisions from the World level (policies and any outcomes of the WSYF and the World Scout Conference) into actions at their national/local level. Initially, this personal action plan would serve to inspire action in the year immediately after the WSYF.

vi. Full report from the WSYF

A final report to provide clear indicators of capacity building, based on the educational dimension and objectives of the WSYF, through survey results (pre and post Forum). This WSYF Report will help to show the competencies developed by the participants and to compile best practices to strengthen the inspirational and motivational aspect of the WSYF (either presented during the WSYF or as a result of the delegates' Personal Action Plan implementation). This WSYF Report will also contribute to evaluate the World level strategy for youth involvement and to support the Youth Advisors (World and Regional levels) to follow up on specific projects or strategies, to help WSYF participants in achieving their Personal Action Plans.

8. World Scout Youth Forum Drafting Committee

a. Composition

The Drafting Committee comprises:

- Four WSYF delegates proposed by the WSYF Planning Committee on the basis of their competence to carry out their function. Among them, the members should be competent in one of the official languages of WOSM, English or French,
- One Youth Advisor as a resource person, and
- One facilitator from the WSB.

This committee should be endorsed by the WSYF delegates at the beginning of the WSYF.

b. Functions

The Drafting Committee has the following tasks:

- to inform participants on the function and form of Draft Resolutions to be forwarded to the World Scout Conference,
- to receive through their international teams, proposed Draft Amendments to the proposed World Scout Conference Draft Resolutions, Draft Emergency Resolutions and points for the declaration from WSYF delegates,
- to arrange for re-drafting, when necessary and in consultation with the proposing international team, and translation,
- to distribute the following in advance of the final session of the WSYF in writing and in both official WOSM languages to WSYF participants:
 - any proposed Draft Amendments to the World Scout Conference (Emergency) Draft Resolutions,
 - any proposed Draft Emergency Resolutions (specifying whether or not the proposed Draft Emergency Resolutions comply with the World Scout Conference Rules of Procedure and its annex 2B - Resolution and Amendment Guidelines), and
 - any points for the WSYF Final Declaration.

c. Presentation of the Forum Report

The WSYF report, including the general information, main outcomes, formal proposals and final declaration of the WSYF, is presented to the World Scout Conference. It is the responsibility of the WSYF Planning Committee to decide on how it will be presented during the time allocated in the World Scout Conference agenda. Sufficient time during the World Scout Conference is to be allocated to the report of the WSYF and reactions to it (Resolution 2008-15).

d. Following progress in the implementation of the Forum outcomes

The Youth Advisors elected by the WSYF should follow up on the WSYF outcomes during the triennium and during the WSC regular meetings.

A member of the WSC should be appointed to follow up on the WSYF outcomes.

e. World Scout Youth Forum formal proposals process (proposed Draft Amendments, proposed Draft Emergency Resolutions and WSYF Final Declaration)

- i. The WSYF formal proposals must be proposed by one international team and seconded by another international team. They may also be proposed by the Youth Advisors, where such proposals do not require to be seconded. The Youth Advisors may not propose them individually.
- ii. An exception to the rule will be proposed Draft Emergency Resolutions, where it must be proposed by three international teams and seconded by another two international teams. If the Draft Emergency Resolution gathers the required number of proposers and seconders to meet the threshold, then it can automatically go through to a vote at the WSYF. The Drafting Committee (with the endorsement of the WSYF Planning Committee) will report on the compliance of the Draft Emergency Resolution ("urgent" and "important") with the WSYF RoP and World Scout Conference Rules of Procedure.
- iii. The WSYF Planning Committee, in consultation with the Drafting Committee will fix a submission deadline for receipt of such proposed Draft Proposals. International teams

wishing to submit Draft Proposals may do so at any time from the opening of the WSYF up to the submission deadline identified by the Drafting Committee.

- iv. The formal proposals of the WSYF will express strategic initiatives that the WSYF thinks should be undertaken by WOSM bodies or Member Organizations in the following triennium. They are to be presented to the World Scout Conference through the Conference delegations of Member Organizations. The WSYF formal proposals are not guaranteed to be endorsed by Member Organizations and their quality is crucial to increase the possibility for that to happen.
- v. The WSYF declaration will include the key general messages that the WSYF participants want to convey to WOSM or the world. These may include major concerns, calls for action, wishes, encouragements, commitments, etc. The Drafting Committee will create the declaration according to the observations during the WSYF and the outcomes of the different sessions.
- vi. The Drafting Committee shall make the Draft Proposals available in writing to the WSYF, in the two official languages of the WSYF, in advance of the final session to permit participants to study them. The Drafting Committee must also provide a short note explaining any decisions they made that go beyond basic editing.
- vii. The Drafting Committee shall present the Draft Proposals to the final session of the WSYF for approval. The Chairperson, assigned member of the WSYF Planning Committee, or the outgoing Youth Advisors shall read each Draft Proposal, and in turn, invite discussion and put any final Draft Proposals through a vote.
- viii. International teams may propose Amendments to Draft Proposals. These must be seconded by another international team and should be handed in writing to the WSYF Drafting Committee, taking into account the deadline described in (iii). The Youth Advisors to the WSC may, as a joint body, also propose Amendments to a Draft Proposal according to the same procedure, with the exception of the secondment requirement.
- ix. When an Amendment to a Draft Proposal is duly proposed and seconded, the Amendment is first put to the WSYF for a vote before the original Draft Proposal. If the Amendment is lost, the original Draft Proposal is then put for a vote. If the Amendment is carried, then the Draft Proposal is amended accordingly before it is put to the WSYF.
- x. In the interest of time and fair conduct of the proceedings, the Chairperson may limit the number of times and length of time delegates or observers can address the WSYF.
- xi. The WSYF Declaration will have the same procedure according to its structure (paragraph by paragraph or topic by topic voting).

9. Use of languages

- i. The official languages of WOSM and the World Scout Conference are English and French. Therefore, both English and French are the official languages of the WSYF, and all agenda items and WSYF proposals must be presented in one of the two official languages.
- ii. In the spirit of Conference Resolution 1990-21 concerning the official languages of WOSM, the WSYF proposals and simultaneous interpretation in the plenary sessions will be provided in the three other working languages of WOSM (i.e. Arabic, Russian and Spanish) if the technical and financial resources for the WSYF are available.
- iii. Other languages may be used during the WSYF breakout sessions in order to provide a competent interpretation into English or French, depending on the human resources of the WSYF.