



ASIA PACIFIC PARLIAMENTARY FORUM SECOND GENERAL MEETING

13-15 January 1994, Manila, Philippines

Preamble

The Asia Pacific Parliamentary Forum (APPF) was formally established with the adoption of the Tokyo Declaration on 15 January 1993.

The Tokyo Declaration sets out the objectives, activities, guiding principles, membership, participation and organization of the APPF.

A fundamental principle underpinning the Tokyo Declaration is the conviction that increased dialogue among parliamentarians of the Asia-Pacific region will add a new dimension to the framework of regional cooperation, already established, thereby contributing to the region's peace, stability and prosperity.

The rules of the APPF are as follows:

Structure and Role

1. The APPF will be a loosely-structured and non-exclusive forum of national parliamentarians who will participate either as delegates of their parliaments or in their personal capacities.
2. The APPF will act to promote greater regional identification and cooperation with particular focus on:
 - a. cooperation for the further advancement of peace, freedom, democracy, and prosperity;
 - b. open and non-exclusive cooperation for the expansion of free trade and investment, sustainable development and sound environment practices;
 - c. non-military cooperation, which gives due consideration to issues relating to regional peace and security; and
 - d. preservation and promotion of the diverse cultures of peoples in the region.

Membership

3. Membership of the APPF will, in principle be open to all national parliamentarians in the Asia-Pacific region, in particular from member nations of ASEAN, the APEC group and the South Pacific Forum. who:
 - a. Have an active interest in promoting dialogue among parliamentarians in the region; and

- b. Accept the objectives and principles of APPF as stated in the Tokyo Declaration.
4. Membership of the APPF will be reviewed from time to time.
5. National parliamentarians of the Asia-Pacific region may be invited to attend meetings of the APPF as associate members, observers, or in any other appropriate status as determined by the APPF Annual Meeting.
6. The APPF will meet annually.
 - a. The host, date and venue of each Annual Meeting will be determined at the preceding meeting.
 - b. The Annual Meeting will be attended by representatives from national parliaments, hereinafter referred to as “Participating Delegates”. Where a national Parliament is represented by an official delegation, the attendance of other parliamentarians from that Parliament in a personal capacity can only be with the advice and consent of that parliament.
 - c. Associate members, observers, or others with appropriate status may also be invited to attend APPF meetings.
 - d. The host of the Annual Meeting will make the necessary arrangements for the meeting, including coordination of the provisional agenda of the meeting, in consultation with the Executive Committee, and for the provision of a secretariat for the Annual Meeting.
 - e. The host parliament will bear the cost of organizing the meeting and the participants will cover their expenses for attending the meeting. Membership of a delegation will be limited to a maximum of ten parliamentarians. This limitation shall not apply to the host parliament.
 - f. The President shall preside at the commencement of the Annual Meeting until the Chairman of the meeting has been elected.
 - g. The Chairman of the Annual Meeting shall be a member of the host parliament and shall be elected by the Annual Meeting.
 - h. The Agenda shall be approved by the Annual Meeting on the advice of the Executive Committee.
 - i. The Chairman of the meeting shall direct the work of the meeting and see that the rules are observed. The Chairman shall also open, suspend and close the sessions, make known the results and declare the meeting close.
 - j. The Chairman of the meeting may appoint deputies, who may be members of the Executive Committee, to chair particular sessions or working groups during the Annual Meeting, as necessary.
 - k. Decision of the APPF will be made by consensus at the Annual Meeting as prescribed in the Tokyo Declaration. Each delegation will have one vote only.

Members will be free to discuss any issue. However, when decisions are required on substantive matters, the principle of unanimity shall be observed.

- l. Parliamentary delegations will be requested by the host parliament to submit motions for discussion at the next Annual Meeting by a specified date.
- m. Requests for supplementary items may be considered by the Executive Committee for inclusion on the agenda.
- n. A proposed resolution must be made available for circulation to all participating delegates before it is moved.
- o. A speaker may only address the meeting on the call of the Chairman of the meeting.
- p. A participating delegate may, on the call of the Chairman, speak on any matter included in the agenda.
- q. In inviting participating delegates to speak, the Chairman of the meeting will be guided by two of the principles of the Tokyo Declaration:
 - 1) commitment to frank and constructive dialogue; and
 - 2) equal respect for the view of all participants.
- r. Priority to speak will be given to participating delegates. Associate members, observers and other official participants, may also speak with agreement of the Meeting, on the call of the Chairman.

Presidency

- 7. The APPF Annual Meeting shall elect a President who shall serve a three-year term and shall be eligible for re-election.
 - a. In selecting the President, the Annual Meeting shall seek a candidate who is a parliamentarian of international eminence and standing.
 - b. The President will represent the APPF and will serve as Chairman of the Executive Committee.
 - c. The President shall preside at the commencement of the Annual Meeting.
 - d. If the President resigns, dies or becomes ineligible to hold office by reason of ceasing to be a parliamentarian, the Executive Committee shall elect an interim President to serve until the next Annual Meeting.

Executive Committee

- 8. Each Annual Meeting shall elect an Executive Committee of six (6) members.
 - a. In the selection of countries to serve on the Executive Committee, due regard shall be paid to balance in regional representation.
 - b. A member of the Executive Committee must be a serving member of Parliament.

- c. If the host country of the next Annual Meeting is not a member of the Executive Committee, it may nominate a representative who will serve on the Committee until the next Annual Meeting.
- d. If a member of the Executive Committee resigns, dies, or becomes ineligible to hold office by reason of ceasing to be a parliamentarian, the parliament of which he or she is a member shall nominate a substitute who will serve until the next Annual Meeting.
- e. The Executive Meeting shall be chaired by the President of the APPF.
- f. The Executive Committee shall meet at least twice a year, one of which will be immediately prior to the Annual APPF Meeting.
- g. The duties of the Executive Committee shall be:
 - 1) the study of matters in connection with the management of the APPF. The Executive Committee may make proposals to the Annual Meeting on policy issues which the APPF may wish to take up, or on guidelines for administration of the APPF;
 - 2) coordination with the host country on the provisional agenda of the Annual Meeting;
 - 3) advising the host country on the requirements of the Annual Meeting; and
 - 4) receive requests for membership of the forum from either countries or individual parliamentarians and make recommendations thereon at the next Annual Meeting.

Working Groups

- 9. a. Working groups may be established by the Annual Meeting on the advice of the Executive Committee, to examine specific issues referred for consideration.
- b. A working group will be established at the Meeting to prepare a draft joint communique for consideration, adoption and release at the conclusion of the Annual Meeting.
- c. Working Groups, when in session, shall determine their own priorities. At the conclusion of their deliberations they will report to the plenary session of the Annual Meeting.
- d. Reports of the Executive Committee and of Working Groups on their work may be made orally or in writing at the Annual Meeting.

Matters Not Covered by Rules

- 10. The President shall decide on all matters not covered by these rules, on the advice of the Executive Committee.