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Secretariat General

- The Cooperation Council - Charter
- The Supreme Council - Rules of Procedure
- The Ministerial Council - Rules of Procedure
- The Commission for the Settlement of Disputes -
Rules of Procedure

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COOPERATION COUNCIL
FOR
THE ARAB STATES
OF THE GULF

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JUL 1988

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CENTRE FOR ARAB GULF STUDIES
UNIVERSITY OF EXETER

**COOPERATION COUNCIL
FOR
THE ARAB STATES
OF THE GULF**

The United Arab Emirates
The State of Bahrain
The Kingdom of Saudi Arabia
The Sultanate of Oman
The State of Qatar and
The State of Kuwait

Being fully aware of the ties of special relations, common characteristics and similar systems founded on the Creed of Islam which bind them; and
Believing in the common destiny and the unity of aim which link their peoples; and
Desiring to effect co-ordination, integration and interconnection between them in all fields; and

Having the conviction that co-ordination, cooperation, and integration between them serve the sublime objectives of the Arab Nation; and,
In pursuit of the goal of strengthening cooperation and reinforcement of the links between them; and

In an endeavor to complement efforts already begun in all essential areas that concern their peoples and realize their hopes for a better future on the path to unity of their States; and

In conformity with the Charter of the League of Arab States which calls for the realization of closer relations and stronger bonds; and

In order to channel their efforts to reinforce and serve Arab and Islamic causes,

Have agreed as follows:

ARTICLE ONE

The Establishment of the Council

A Council shall be established hereby to be named The Cooperation Council for the Arab States of the Gulf hereinafter referred to as the Cooperation Council (G.C.C.).

ARTICLE TWO

Headquarters

The Cooperation Council shall have its headquarters in Riyadh, Saudi Arabia.

ARTICLE THREE

Cooperation Council Meetings

The Council shall hold its meetings in the state where it has its headquarters, and may convene in any member state.

ARTICLE FOUR

Objectives

The basic Objectives of the Cooperation Council are:

1. To effect co-ordination, integration and inter-connection between Member States in all fields in order to achieve unity between them.
2. To deepen and strengthen relations, links and areas of cooperation now prevailing between their peoples in various fields.
3. To formulate similar regulations in various fields including the following:
 - a. Economic and financial affairs
 - b. Commerce, customs and communications
 - c. Education and culture
 - d. Social and health affairs
 - e. Information and tourism
 - f. Legislative and administrative affairs.
4. To stimulate scientific and technological progress in the fields of industry, mining, agriculture, water and animal resources; to establish scientific research; to establish joint ventures and encourage cooperation by the private sector for the good of their peoples.

ARTICLE FIVE

Council Membership

The Cooperation Council shall be formed of the six states that participated in the Foreign Ministers' meeting held at Riyadh on 4 February 1981.

ARTICLE SIX

Organizations of the Cooperation Council

The Cooperation Council shall have the following main organizations:

1. The Supreme Council to which shall be attached the Commission for Settlement of Disputes.
2. The Ministerial Council.
3. The Secretariat-General.

Each of these organizations may establish sub-agencies as may be necessary.

ARTICLE SEVEN

Supreme Council

1. The Supreme Council is the highest authority of the Cooperation Council and shall be formed of heads of member states. Its presidency shall be rotatory based on the alphabetical order of the names of the member states.
2. The Supreme Council shall hold one regular session every year. Extraordinary sessions may be convened at the request of any member seconded by another member.
3. The Supreme Council shall hold its sessions in the territories of member states.
4. A Supreme Council's meeting shall be considered valid if attended by two-thirds of the member states.

ARTICLE EIGHT

The Functions of the Supreme Council

The Supreme Council shall endeavour to realize the objectives of the Cooperation Council, particularly as concerns the following:

1. Review matters of interest to the member states.
2. Lay down the higher policy for the Cooperation Council and the basic lines it should follow.
3. Review the recommendations, reports, studies and joint ventures submitted by the Ministerial Council for approval.

4. Review reports and studies which the Secretary-General is charged to prepare.
5. Approve the bases for dealing with other states and international organizations.
6. Approve the rules of procedure of the Commission for the Settlement of Disputes and nominate its members.
7. Appoint the Secretary-General.
8. Amend the Charter of the Cooperation Council.
9. Approve the Council's internal rules of procedure.
10. Approve the budget of the Secretariat-General.

ARTICLE NINE

Voting in the Supreme Council

1. Each member of the Supreme Council shall have one vote.
2. Resolutions of the Supreme Council in substantive matters shall be carried by unanimous approval of the member states participating in the voting, while resolutions on procedural matters shall be carried by majority vote.

ARTICLE TEN

Commission for the Settlement of Disputes

1. The Cooperation Council shall have a commission called "The Commission for the Settlement of Disputes" which shall be attached to the Supreme Council.
2. The Supreme Council shall establish the composition of the Commission for every case on an "ad hoc" basis in accordance with the nature of the dispute.
3. If a dispute arises over interpretation or implementation of the Charter and such dispute is not resolved within the Ministerial Council or the Supreme Council, the Supreme Council may refer such dispute to the Commission for the Settlement of Disputes.
4. The Commission shall submit its recommendations or opinion, as applicable, to the Supreme Council for such action as the Supreme Council deems appropriate.

ARTICLE ELEVEN

Ministerial Council

1. The Ministerial Council shall be formed of the Foreign Ministers of the member states or other delegated Ministers. The Council presidency shall be for the member state which presided the last ordinary session of the Supreme Council, or if necessary, for the state which is next to preside the Supreme Council.
2. The Ministerial Council shall convene every three months and may hold extraordinary sessions at the invitation of any member seconded by another member.
3. The Ministerial Council shall determine the venue of its next session.
4. A Council's meeting shall be deemed valid if attended by two-thirds of the member states.

ARTICLE TWELVE

Functions of the Ministerial Council

1. Propose policies, prepare recommendations, studies and projects aimed at developing cooperation and co-ordination between member states in various fields and adopt the resolutions or recommendations required in this regard.
2. Endeavour to encourage, develop and co-ordinate activities existing between member states in all fields. Resolutions adopted in such matters shall be referred to the Ministerial Council for further submission, with recommendations, to the Supreme Council for appropriate action.
3. Submit recommendations to the Ministers concerned to formulate policies whereby the Cooperation Council's resolutions may be put into effect.
4. Encourage means of cooperation and co-ordination between the various private sector activities, develop existing cooperation between the member states' Chamber of Commerce and industry, and encourage the movement within the G.C.C. of workers who are citizens of the member states.
5. Refer any of the various aspects of cooperation to one or more technical or specialized committee for study and presentation of appropriate recommendations.

6. Review proposals related to amendments to this Charter and submit appropriate recommendations to the Supreme Council.
7. Approve Rules of Procedure of both the Ministerial Council and the Secretariat-General.
8. Appoint the Assistant Secretaries-General, as nominated by the Secretary-General, for a period of three years, renewable.
9. Approve periodic reports as well as internal rules and regulations relating to administrative and financial affairs proposed by the Secretary-General, and submit recommendations to the Supreme Council for approval of the budget of the Secretariat-General.
10. Make arrangements for meetings of the Supreme Council and prepare its agenda.
11. Review matters referred to it by the Supreme Council.

ARTICLE THIRTEEN

Voting in the Ministerial Council

1. Every member of the Ministerial Council shall have one vote.
2. Resolutions of the Ministerial Council in substantive matters shall be carried by unanimous vote of the member states present and participating in the vote, and in procedural matters by majority vote.

ARTICLE FOURTEEN

The Secretariat-General

1. The Secretariat-General shall be composed of a Secretary-General who shall be assisted by assistants and a number of staff as required.
2. The Supreme Council shall appoint the Secretary-General, who shall be a citizen of one of the Cooperation Council states, for a period of three years which may be renewed once only.
3. The Secretary-General shall nominate the Assistant Secretaries-General.
4. The Secretary-General shall appoint the Secretariat-General's staff from among the citizens of member states, and may not make exceptions without the approval of the Ministerial Council.

5. The Secretary-General shall be directly responsible for the work of the Secretariat-General and the smooth flow of work in its various organizations. He shall represent the Cooperation Council with other parties within the limits of the authority vested in him.

ARTICLE FIFTEEN

Functions of the Secretariat-General

The Secretariat-General shall:

1. Prepare studies related to cooperation and co-ordination, and to integrated plans and programmes for member states' action.
2. Prepare periodic reports on the work of the Cooperation Council.
3. Follow up the implementation by the member states of the resolutions and recommendations of the Supreme Council and Ministerial Council.
4. Prepare reports and studies requested by the Supreme Council or Ministerial Council.
5. Prepare the draft of administrative and financial regulations commensurate with the growth of the Cooperation Council and its expanding responsibilities.
6. Prepare the budgets and closing accounts of the Cooperation Council.
7. Make preparations for meetings and prepare agendas and draft resolutions for the Ministerial Council.
8. Recommend to the Chairman of the Ministerial Council the convening of an extraordinary session of the Council when necessary.
9. Any other tasks entrusted to it by the Supreme Council or Ministerial Council.

ARTICLE SIXTEEN

The Secretary-General and the Assistant Secretaries-General and all the Secretariat-General's staff shall carry out their duties in complete independence and for the joint benefit of the member states.

They shall refrain from any action or behaviour that is incompatible with their duties and from divulging confidential matters relating to their appointments either during or after their tenure of office.

ARTICLE SEVENTEEN

Privileges and Immunities

1. The Cooperation Council and its organizations shall enjoy on the territories of all member states such legal competence, privileges and immunities as are required to realize their objectives and carry out their functions.
2. Representatives of the member states on the Council, and the Council's employees, shall enjoy such privileges and immunities as are specified in agreements to be concluded for this purpose between the member states. A special agreement shall organize the relation between the Council and the state in which it has its headquarters.
3. Until such time as the two agreements mentioned in item 2 above are prepared and put into effect, the representatives of the member states in the Cooperation Council and its staff shall enjoy the diplomatic privileges and immunities established for similar organizations.

ARTICLE EIGHTEEN

Budget of the Secretariat-General

The Secretariat-General shall have a budget to which the member states shall contribute in equal amounts.

ARTICLE NINETEEN

The Implementation of the Charter

1. This Charter shall go into effect as of the date it is signed by the Heads of States of the six member states named in this Charter's preamble.
2. The original copy of this Charter shall be deposited with the Ministry of Foreign Affairs of the Kingdom of Saudi Arabia which shall act as custodian and shall deliver a true copy thereof to every member state, pending the establishment of the Secretariat-General, at which time the latter shall become depository.

ARTICLE TWENTY

Amendments to the Charter

1. Any member state may request an amendment of this Charter.

2. Request for Charter amendments shall be submitted to the Secretary-General who shall refer them to the member states at least four months prior to submission to the Ministerial Council.
3. An amendment shall become effective if unanimously approved by the Supreme Council.

ARTICLE TWENTY-ONE

Closing Provisions

No reservations may be voiced in respect of the provisions of this Charter.

ARTICLE TWENTY-TWO

The Secretariat-General shall arrange to deposit and register copies of this Charter with the League of Arab States and the United Nations, by resolution of the Ministerial Council.

This Charter is signed on one copy in the Arabic language at Abu Dhabi City, United Arab Emirates, on 21 Rajab 1401 corresponding to 25 May 1981.

The United Arab Emirates
The State of Bahrain
The Kingdom of Saudi Arabia
The Sultanate of Oman
The State of Qatar
The State of Kuwait

**THE COOPERATION COUNCIL
For The Arab States of the Gulf
Rules of Procedure
of the Supreme Council**

THE COOPERATION COUNCIL
For The Arab States of the Gulf
Rules of Procedure
of the Supreme Council

ARTICLE ONE

Definitions

These regulations shall be called Rules of Procedure of the Supreme Council of the Gulf Arab States Cooperation Council and shall encompass the rules that govern procedures for convening the Council and the exercise of its functions.

ARTICLE TWO

Membership

1. The Supreme Council shall be composed of the Heads of State of the member states of the Cooperation Council. The Presidency shall rotate on the basis of the alphabetical order of the names of the member states.
2. Each member state shall notify the Secretary-General of the names of the members of its delegation to the Council meeting, at least seven days prior to the date set for opening the meeting.

ARTICLE THREE

With due regard to the objectives of the Cooperation Council and the jurisdiction of the Supreme Council as specified in Articles 4 and 8 of the Charter, the Supreme Council may:

1. Form technical committees and select their members from member states' nominees who specialize in the committees' respective fields.
2. Call upon one or more of its members to study a specific subject and submit a report thereon to be distributed to the members sufficiently in advance of the meeting arranged to discuss that subject.

ARTICLE FOUR

Convening the Supreme Council

1. a. The Supreme Council shall hold one regular session every year, and may hold extraordinary sessions at the request of any one member seconded by another member.
- b. The Supreme Council shall hold its sessions at the level of Heads of State.
- c. The Supreme Council shall hold its sessions in the member states' territories.
- d. Prior to convening the Supreme Council, the Secretary-General shall hold a meeting to be attended by delegates of the member states for consultation on matters related to the agenda of the said meeting.
2. a. The Secretary-General shall set the opening date of the Council's session and suggest a closing date.
- b. The Secretary-General shall issue the invitations for convening a regular session no less than thirty days in advance, and for convening an extraordinary session, within no more than five days.

ARTICLE FIVE

1. The Supreme Council shall at the start of every session decide whether the meetings shall be in closed or open session.
2. A meeting shall be considered valid if attended by the Heads of State of two-thirds of the member states. Its resolutions in substantive matters shall be carried by unanimous agreement of the member states present and participating in the vote, while resolutions in procedural matters shall be carried by majority vote. Any member abstaining shall record that he is not bound by the resolution.

ARTICLE SIX

1. The Council shall hold an extraordinary session in the event of:
 - a. A resolution passed in a previous session.
 - b. A request by a member state seconded by another state. In this

case, the Council shall convene within no more than five days from the date of issue of the invitation for holding the extraordinary session.

2. No matters may be placed on the agenda for the extraordinary session other than those which the session was convened to discuss.

ARTICLE SEVEN

1. Presidency of the Supreme Council shall, at the opening of each regular session, go to a Head of State by rotation based on the alphabetical order of the member states' names. The President shall continue to exercise the functions of the Presidency until such functions are entrusted to his successor at the beginning of the next regular session.
2. The Head of State of a country which is party to a dispute outstanding may not preside over a session or meeting called to discuss the subject of the dispute. In such case, the Council shall designate a temporary president.
3. The President shall declare the opening and closing of sessions and meetings, the suspension of meetings, and closures, and shall see that the Cooperation Council Charter and these Rules of Procedure are duly complied with. He shall give the floor to speakers based on the order of their requests, submit suggestions for acceptance by the membership, direct voting procedures, give final decisions on points of order, announce resolutions, follow up on the activities of committees, and inform the Council of all incoming correspondence.
4. The President may take part in deliberations and submit suggestions in the name of the state which he represents and may, for this purpose, assign a member of his state's delegation to act on his behalf in such instances.

ARTICLE EIGHT

Supreme Council Agenda

1. The Ministerial Council shall prepare a draft agenda shall be conveyed by the Secretary-General, together with explanatory notes and documentation, to the member states under cover of the letter of convocation at least thirty days before the date set for the meeting.

2. The draft agenda shall include the following:
 - a. A report by the Secretary-General on the activities of the Supreme Council between the two sessions, and actions taken to carry out its resolutions.
 - b. Reports and matters received from the Ministerial Council and the Secretariat-General.
 - c. Matters which the Supreme Council had previously decided to include on the agenda.
 - d. Matters suggested by a member state as being in need of review by the Supreme Council.
3. Every member state may request inclusion of additional items on the draft agenda provided such request is tabled at least fifteen days prior to the date set for opening the session. Such matters shall be listed in an additional agenda which shall be sent, along with relevant documentation, to the member states, at least five days before the date set for the session.
4. Any member state may request inclusion of extra items on the draft agenda as late as the date set for opening a session, if such matters are considered both important and urgent.
5. The Council shall approve its agenda at the start of every session.
6. The Council may, during the session, add new items that are considered urgent.
7. The ordinary session shall be adjourned after completion of discussions of the items placed on the agenda. The Supreme Council may decide to suspend the session's meetings before completion of discussions on agenda items, and resume such meetings at a later date.

ARTICLE NINE

Office and Committees of the Supreme Council

1. The Supreme Council Office shall comprise, in every session, the Council President, the Chairman of the Ministerial Council and the Secretary-General. The Office shall be headed by the Supreme Council President.
2. The Office shall carry out the following functions:

- a. Review the form of resolutions passed by the Supreme Council without affecting their contents.
- b. Assist the President of the Supreme Council in directing the activities of the session in general.
- c. Other tasks indicated in these Rules of Procedure or other matters entrusted to it by the Supreme Council.

ARTICLE TEN

1. The Council may, at the start of every session, create any committees that it deems necessary to allow adequate study of matters listed on the agenda. Delegates of member states shall take part in the activities of such committees.
2. Meetings of committees shall continue until they complete their tasks, with due regard for the date set for closing the session. Their resolutions shall be carried by majority vote.
3. Every committee shall start its work by selecting a chairman and a reporter from among its members. The reporter of the committee shall act for the chairman in directing the meeting in the absence of the chairman. The chairman, or the reporter in the chairman's absence, shall submit to the Council all explanations that it requests on the committee's reports. The chairman may, with the approval of the session's President, take part in the discussions, without voting, so long as he is not a member of the Supreme Council.
4. The Council may refer any of the matters included in the agenda to the committees, based on their specialization for study and reporting. Any one item may be referred to more than one committee.
5. Committee may neither discuss any matter not referred to them by the Council, nor adopt any recommendation which, if approved by the Council, may entail a financial obligation, before the committee receives a report from the Secretary General regarding the financial and administrative results that may ensue from adopting the resolution.

ARTICLE ELEVEN

The Process of Deliberation and Putting Forward Proposals

1. Every member state may participate in the deliberation of the Supreme Council and its committees in the manner provided for in these Rules of Procedure.

2. The president shall direct discussion of the items as presented in order on the agenda of the meeting and may, when necessary, call upon the Secretary-General or his representative in the meeting to provide such clarification as he sees fit.
3. The President shall give the floor to speakers in the order of their requests. He may give priority to the chairman or reporter of a committee to submit a report or explain specific points.
4. Every member may, during deliberations, raise points of order on which the President shall pronounce immediately and his decisions shall have effect unless voted by a majority of the Supreme Council member states.

ARTICLE TWELVE

1. Every member may, during the discussion of any subject, request suspension or adjournment of the meeting or discussion of the subject, or closure. Such requests may not be discussed but the President shall put them to the vote, if duly seconded, and decision shall be by majority of the member states.
2. With due regard to provisions of item 4 of the preceding Article, suggestions indicated in item 1 of this Article shall be given priority over all others based on the following order:
 - a- Suspension of the meeting
 - b- Adjournment of the meeting
 - c- Postponment of discussion of the matter in hand.
 - d- Closure of discussion of the matter in hand.
3. Apart from suggestions on formulation or procedural matters, draft resolutions and substantive amendments shall be submitted in writing to the Secretary-General or his representative who shall distribute them as soon as possible to the delegations. No draft resolution may be submitted for discussion or voting before the text thereof is distributed to all the delegations.
4. A proposal on which a decision has been taken may not be reconsidered in the same session unless the Council decides otherwise.

ARTICLE THIRTEEN

The President shall follow up on the activities of the committees, inform the Supreme Council of correspondence received, and formally

announce before members all the resolutions and recommendations arrived at.

ARTICLE FOURTEEN

Voting

Every member state shall have one vote and no state may represent another state or vote on its behalf.

ARTICLE FIFTEEN

1. Voting shall be by calling the names in the alphabetical order of the states' names, or by raising hands. Voting shall be secret if so requested by a member or by decision of the President.
The Supreme Council may decide otherwise. The vote of every member shall be documented in the minutes of the meeting if voting is effected by calling the names. The minutes shall indicate the result of voting, if the vote is secret or by show of hands.
2. A member may abstain from a vote or express reservations over a procedural matter or part thereof, in which case the reservation shall be read at the time the resolution is announced and shall be duly documented in writing. Members may present explanations about their stand in the voting after voting is completed.
3. Once the President announces that voting has started, no interruption may be made unless the matter relates to a point of order relevant to the vote.

ARTICLE SIXTEEN

1. If a member request amendment of a proposal, voting on the amendment shall be carried out first. If there is more than one amendment, voting shall first be made on the amendment which in the President's opinion is farthest from the original proposal, then on the next farthest, and so on until voting is completed on all proposed amendments. If one or more such amendments is passed, then voting shall be made on the original proposal as amended.
2. Any new proposal shall be deemed to be an amendment to the original proposal if it merely entails an addition to, omission or change to a part of the original proposal.

ARTICLE SEVENTEEN

1. The Supreme Council may create technical committees charged with giving advice on the design and implementation of Supreme Council programmes in specific fields.
2. The Supreme Council shall appoint the members of the technical committees from specialists who are citizens of the member states.
3. The technical committees shall meet at the invitation of the Secretary-General and shall draw up their work plans in consultation with him.
4. The Secretary-General shall prepare the agenda of the committees after consultation with the chairman of the committee concerned.

ARTICLE EIGHTEEN

Amendment of the Rules of Procedure

1. Any member state may propose amendments to the Rules of Procedure.
2. No proposed amendments may be considered unless the relevant proposal has been circulated to the member states by the Secretariat-General at least thirty days prior to submission to the Ministerial Council.
3. No basic changes may be introduced to the proposed amendment mentioned in the preceding paragraph unless the text of such proposed changes has been circulated to the member states by the Secretariat-General at least fifteen days before submission to the Ministerial Council.
4. Except for items based on the provisions of the Charter, and with due regard to the provisions of preceding paragraphs these Rules of procedure shall be amended by a resolution of the Supreme Council approved by a majority of the members.

ARTICLE NINETEEN

Effective Date

These Rules of Procedure shall go into effect as of the date of approval by the Supreme Council and may not be amended except in accordance with procedures set forth in the preceding Article.

These Rules of Procedure are signed at Abu Dhabi City, United Arab Emirates on 21 Rahab 1401 AH Corresponding to 25 May 1981 AD.

The United Arab Emirates
The State of Bahrain
The Kingdom of Saudi Arabia
The Sultanate of Oman
The State of Qatar
The State of Kuwait

COOPERATION COUNCIL
For The Arab States of the Gulf
Rules of Procedure
of the Ministerial Council

COOPERATION COUNCIL
For The Arab States of the Gulf
Rules of Procedure
of the Ministerial Council

ARTICLE ONE

1. These regulations shall be called Rules of Procedure of the Ministerial Council of the Gulf Arab States Cooperation Council and shall encompass rules governing meetings of the Council and the exercise of its functions.
2. The following terms as used herein shall have the meanings indicated opposite each:

Cooperation Council	:	The Gulf Arab States Cooperation Council
Charter	:	Statute establishing the Gulf Arab States Cooperation Council
Supreme Council	:	The highest body of the Gulf Arab States Cooperation Council
Council	:	Ministerial Council of the Gulf Arab States Cooperation Council
Secretary-General	:	The Secretary-General of the Gulf Arab States Cooperation Council
Chairman	:	The Chairman of the Ministerial Council of the Gulf Arab States Cooperation Council

ARTICLE TWO

States Representation

1. The Ministerial Council shall be composed of the member states' Foreign Ministers or other delegated Ministers.
2. Every member state shall, at least one week prior to the convening of every ordinary session of the Ministerial Council convey to the Secretary-General a list of the name of the members of its delegation. For extraordinary sessions, the list shall be submitted three days before the date set for the session.

ARTICLE THREE

Convening the Sessions

1. The Ministerial Council shall decide in every meeting the venue of its next regular session.
2. The Secretary-General shall decide, in consultation with the member states, the venues of extraordinary sessions.
3. If circumstances should arise that preclude the convening of an ordinary or extraordinary session at the place set for it, the Secretary-General shall so inform the member states and shall set another place for the meeting after consultation with them.

ARTICLE FOUR

Ordinary Sessions

1. The Council shall convene in ordinary session once every three months.
2. The Secretary-General shall set the date for opening the session and suggest the date of its closing.
3. The Secretary-General shall address the invitation to attend a Council ordinary session at least fifteen days in advance, and shall indicate therein the date and place set for the meeting, as well as attaching thereto the agenda of the session, explanatory notes and other documentation.

ARTICLE FIVE

Extraordinary Sessions

1. The Council shall hold an extraordinary session at the request of any member state seconded by another member.
2. The Secretary-General shall address the invitation to the Council's extraordinary session and attach a memorandum containing the request of the member state which has requested the meeting.
3. The Secretary-General shall specify in the invitation the place, date and agenda of the session.

ARTICLE SIX

1. The Council may itself decide to hold extraordinary sessions, in which case it shall specify the agenda, time and place of the session.
2. The Secretary-General shall send out to the member states the invitation to attend the extraordinary meeting of the Council along with a memorandum containing the resolution of the Council to this effect, and specifying the date and agenda of the session.
3. The extraordinary session shall be convened within a maximum of five days from the date of issue of the invitation.

ARTICLE SEVEN

No matters, other than those for which the extraordinary session was called, may be included on its agenda.

ARTICLE EIGHT

Agenda

The Secretary-General shall prepare a draft agenda for a Council's ordinary session and such draft shall include the following:

1. The report of the Secretary-General on the work of the Cooperation Council.
2. Matters referred to him by the Supreme Council.
3. Matters which the Council had previously decided to include on the agenda.
4. Matters which the Secretary-General believes should be reviewed by the Council.
5. Matters suggested by a member state.

ARTICLE NINE

Member states shall convey to the Secretary-General their suggestions on matters they wish to include on the Council's agenda at least thirty days prior to the date of the Council's ordinary session.

ARTICLE TEN

Member states or the Secretary-General may request the inclusion of additional items on the Council's draft agenda at least ten days prior to the date set for opening an ordinary session. Such items shall be listed on an additional schedule which shall be conveyed along with relevant documentation to the member states at least five days prior to the date of the session.

ARTICLE ELEVEN

Member states or the Secretary-General may request inclusion of additional items on the agenda for the Council's ordinary session up to the date set for opening the session if such matters are both important and urgent.

ARTICLE TWELVE

The Council shall approve its agenda at the beginning of every session.

ARTICLE THIRTEEN

A Council's ordinary session shall end upon completion of discussion of matters listed on the agenda. The Council may, when necessary, decide to suspend its meetings temporarily before discussion of agenda items is completed and resume its meetings at a later date.

ARTICLE FOURTEEN

The Council may defer discussion of certain items on its agenda and decide to include them with the others, when necessary, on the agenda of a subsequent session.

ARTICLE FIFTEEN

Chairmanship of the Council

1. Chairmanship of the Council shall be entrusted to the member state which presided the last ordinary session of the Supreme Council, or, if necessary, to the state which is next to preside the Supreme Council

2. The Chairman shall exercise his functions until he passes his post on to his successor.
3. The Chairman shall also preside over extraordinary sessions.
4. The representative of a state that is party to an outstanding dispute may not chair the session or meeting assigned for discussing such dispute, in which case the Council shall name a temporary Chairman.

ARTICLE SIXTEEN

1. The Chairman shall announce the opening and closing of sessions and meetings, the suspension of meetings and closure of discussions, and shall ensure respect for the provisions of the Charter and these Rules of Procedure.
2. The Chairman may participate in the Council's deliberations and vote in the name of the state he represents. He may, for such purpose, delegate another member of his delegation to act on his behalf.

ARTICLE SEVENTEEN

Office of the Council

1. The Office of the Council shall include the Chairman, Secretary-General, and heads of working sub-committees which the Council has resolved to set up.
2. The Chairman of the Council shall preside over the Office.

ARTICLE EIGHTEEN

The Office shall carry out the following tasks:

1. Assist the Chairman to direct the proceedings of the Session.
2. Co-ordinate the work of the Council and the sub-committees.
3. Supervise the drafting of the resolutions passed by the Council.
4. Other tasks indicated in these Rules of Procedure or entrusted to it by the Council.

ARTICLE NINETEEN

Sub-committees

1. The Council shall call upon preparatory and working committees to assist in accomplishing its tasks.

2. The Secretariat-General shall participate in the work of the committees.

ARTICLE TWENTY

1. The Secretary-General may, in consultation with the Chairman of the session, form preparatory committees charged with the study of matters listed on the agenda.
2. Preparatory committees shall be composed of delegates of member states and may, when necessary, seek the help of such experts as they may deem appropriate.
3. Each preparatory committee shall meet at least three days prior to the opening of the session by invitation of the Secretary-General. The work of the committee shall end at the close of the session.

ARTICLE TWENTY-ONE

1. The Council may, at the start of each session, form working committees and charge them with specific tasks.
2. The work of the working committees shall continue until the date set for closing the session.

ARTICLE TWENTY-TWO

1. Each sub-committee shall start its work by electing a chairman and a reporter from among its members. When the chairman is absent, the reporter shall act for him in directing the meetings.
2. The chairman or reporter of each sub-committee shall submit a report on its work to the Council.
3. The chairman or reporter of a sub-committee shall present to the Council all explanations required regarding the contents of the sub-committee's report.

ARTICLE TWENTY-THREE

1. The Secretariat-General shall organize the technical secretariat and sub-committees of the Council.
2. The Secretariat-General shall prepare minutes of meetings documenting discussions, resolutions and recommendations. Such minutes shall be prepared for all meetings of the Council and its sub-committees.

3. The Secretary-General shall supervise the organization of the Council's relations with the information media.
4. The Secretary-General shall convey the Council's resolutions and recommendations and relevant documentation to the member states within fifteen days after the end of the session.

ARTICLE TWENTY-FOUR

The Council's secretariat and sub-committees shall receive and distribute documents, reports, resolutions and recommendations of the Council and its sub-committees and shall draw up and distribute minutes and daily bulletins in addition to safeguarding documents and performing other tasks required by the Council's work.

ARTICLE TWENTY-FIVE

Texts of resolutions or recommendations made by the Council may not be announced or published except by resolution of the Council.

ARTICLE TWENTY-SIX

Deliberations

Every member state may take part in the deliberations of the Council and its sub-committees in the manner prescribed in these Rules of Procedure.

ARTICLE TWENTY-SEVEN

1. The Chairman shall direct deliberations on matters on hand in the order they are listed on the Council's agenda.
2. The Chairman shall give the floor to speakers in the order of their requests. Priority may be given to the chairman or reporter of a particular committee to present its report or explain certain points therein. The floor shall be given to the Secretary-General or his representative whenever it is necessary.
3. The Council Chairman may, during deliberations, read the list of the names or members who have requested the floor, and with the approval of the Council, close the list. The only exception is exercise of the right of reply.

ARTICLE TWENTY-EIGHT

The Council shall decide whether the meetings shall be held in open or closed session.

ARTICLE TWENTY-NINE

1. Every member state may raise a point of order, on which the chairman shall pronounce immediately and his decision shall take effect unless vetoed by a majority of the member states.
2. A member who raises point of order may not go beyond the point he has raised.

ARTICLE THIRTY

1. Every member may, during discussion of any matter, propose the suspension or adjournment of the meeting, or discussion of the matter on hand, or closure. The Chairman shall in such cases put the proposal to the vote directly, if the proposal is seconded by another member. Such proposal requires the approval of the majority of the member states to pass.
2. With due regard to the provisions of the preceding paragraph proposals indicated therein shall be submitted to the vote in the following order:
 - a. Suspension of meeting
 - b. Adjournment of meeting
 - c. Postponment of discussion of the matter in hand
 - d. Closure of discussion of the matter in hand

ARTICLE THIRTY-ONE

1. Member States may suggest draft resolutions or recommendations, or amendments thereto, and may withdraw all such unless they are voted upon.
2. Drafts indicated in the preceding item shall be submitted in writing to the Secretariat-General for distribution to delegations as soon as possible.
3. Except for proposals concerning formulation or procedures, drafts indicated in this Article may not be discussed or voted upon before their texts are distributed to all delegations.
4. A proposal already decided upon may not be reconsidered in the same session unless the Council decides otherwise.

ARTICLE THIRTY TWO

The Chairman shall follow up the work of the committees, inform the Council of incoming correspondence, and formally announce before members the resolutions and recommendations arrived at.

ARTICLE THIRTY-THREE

Voting

1. The Council shall pass its resolutions with the unanimous approval of the member states present and participating in the vote, while decisions in procedural matters shall be passed by a majority vote. Any member abstaining from voting shall record the fact that he is not bound by the vote.
2. If members of the Council should disagree on the definition of the matter being put to the vote, the matter shall be settled by majority vote of the member states present.

ARTICLE THIRTY-FOUR

1. Every member state shall have one vote.
2. No member state may represent another state or vote on its behalf.

ARTICLE THIRTY-FIVE

1. Voting shall be by the names in the alphabetical order of the states' names, or by show of hands.
2. Voting shall be by secret ballot if so requested by a member or by decision of the Chairman. The Council, however, may decide otherwise.
3. The vote of every member shall be recorded in the minutes of the meeting if voting is by calling the names. The minutes shall indicate the result of voting if the vote is secret or by show of hands.
4. Member states may explain their positions after the vote and such explanations shall be recorded in the minutes of the meeting.
5. Once the Chairman announces that voting has started, no interruption may be made except for a point of order relating to the vote or its postponment in accordance with the provisions of this Article and the next.

ARTICLE THIRTY-SIX

1. The Council Chairman with the help of the Secretary-General shall endeavour to reconcile the positions of member states on disputed matters and obtain their agreement to a draft resolution before submitting it to the vote.
2. The Council Chairman, the Secretary-General or any member state may request postponement of a vote for a specific period during which further negotiations may take place on the item submitted to the vote.

ARTICLE THIRTY-SEVEN

1. If a member requests amendment of a proposal, voting on the amendment shall be carried out first. If there is more than one amendment, voting shall first be made on the amendment which the Chairman considers to be farthest from the original proposal, then on the next farthest, and so on until all proposed amendments have been voted upon. If one or more amendments have been voted upon. If one or more amendment is passed, then voting shall be made on the original proposal as amended.
2. A new proposal shall be deemed to be an amendment to the original proposal if it merely entails an addition to, omission from, or change to a part of the original proposal.

ARTICLE THIRTY-EIGHT

1. Any member state or the Secretary-General may propose amending these Rules of Procedure.
2. No proposed amendment to these Rules of Procedure may be considered unless the relevant proposal is circulated to the member states by the Secretariat-General at least thirty days before submission to the Council.
3. No basic changes may be introduced to the proposed amendment mentioned in the preceding item unless the texts of such proposed change have been circulated to the member states at least fifteen days prior to submission to the Council.
4. Except for items based on provisions of the Charter, and with due regard to preceding items, these Rules of Procedure shall be amended by a resolution of the Council approved by a majority of its members.

ARTICLE THIRTY-NINE

Effective Date

These Rules of Procedure shall go into effect as of the date of approval by the Council and may not be amended except in accordance with procedures set forth in the preceding article.

Thus, these Rules of Procedure are signed at Abu Dhabi City, United Arab Emirates, on 21 Rajab 1401 AH corresponding to 25 May 1981 AD.

The United Arab Emirates
The State of Bahrain
The Kingdom of Saudi Arabia
The Sultanate of Oman
The State of Qatar
The State of Kuwait

**THE COOPERATION COUNCIL
For The
Arab States of the Gulf
Rules of Procedure for
The Commission for Settlement of Disputes**

THE COOPERATION COUNCIL
For The
Arab States of the Gulf
Rules of Procedure
Commission for Settlement of Disputes

Preamble

In accordance with the provisions of Article Six of the Charter of the Gulf Arab States Cooperation Council; and
In implementation of the Provisions of Article Ten of the Cooperation Council Charter,
A Commission for Settlement of Disputes, hereinafter referred to as Commission, shall be set up and its jurisdiction and rules for its proceedings shall be as follows:

ARTICLE ONE

Terminology

Terms used in these Rules of Procedure shall have the same meanings as those established in the Charter of the Gulf Arab States Cooperation Council.

ARTICLE TWO

The Location and Session of the Commission

The commission shall have its headquarters at Riyadh, Saudi Arabia, and shall hold its meetings on the territory of the state where its headquarters is located, but may hold its meetings elsewhere, when necessary.

ARTICLE THREE

Jurisdiction

The Commission shall, once installed, have jurisdiction to consider the following matters referred to it by the Supreme Council:

- a. disputes between member States.
- b. Differences of opinion as to the interpretation or implementation of the Cooperation Council Charter.

ARTICLE FOUR

Membership of the Commission

- a. The Commission shall be formed of an appropriate number of citizens of member states not involved in the dispute. The Council shall select members of the Commission in every case separately depending on the nature of the dispute, provided that the number shall be no less than three.
- b. The Commission may seek the advice of such experts and consultants as it may deem necessary.
- c. Unless the Supreme Council resolves otherwise, the Commission's task shall end with the submission of its recommendations or opinion to the Supreme Council which, after the conclusion of the Commission's task, may summon it at any time to explain or elaborate on its recommendations or opinions.

ARTICLE FIVE

Meetings and Internal Procedures

- a. A meeting of the Commission shall be valid if attended by all members.
- b. The Secretariat-General of the Cooperation Council shall prepare procedures required to conduct the Commission's affairs, and such procedures shall go into effect as of the date of approval by the Ministerial Council.
- c. Each party to the dispute shall send representatives to the Commission who shall be entitled to follow proceedings and present their defence.

ARTICLE SIX

Chairmanship

The Commission shall select a chairman from among its members.

ARTICLE SEVEN

Voting

Every member of the Commission shall have one vote, and shall issue its recommendations or opinions on matters referred to it by a majority of the members. In the event of an indecisive vote the party with whom the Chairman has voted shall prevail.

ARTICLE EIGHT

The Secretariat of the Commission

- a. The Secretary-General shall appoint a Secretary for the Commission, and a sufficient number of officials to carry out the work of the Commission's Secretariat.
- b. The Supreme Council may if necessary create an independent organization to carry out the work of the Secretariat of the Commission.

ARTICLE NINE

Recommendations & Opinions

- a. The Commission shall issue its recommendations or opinions in accordance with the Cooperation Council's Charter, with international laws and practices, and the principles of Islamic Shari'ah. The Commission shall submit its findings on the case in hand to the Supreme Council for appropriate action.
- b. The Commission may, while considering any dispute referred to it and pending the issue of its final recommendations thereon, ask the Supreme Council to take interim action called for by necessity or circumstances.
- c. The Commission's recommendations or opinions shall specify the reasons on which they were based and shall be signed by the Chairman and secretary.
- d. If an opinion is not passed wholly or partially by unanimous vote of the members, the dissenting members shall be entitled to record their dissenting opinion.

ARTICLE TEN

Immunities and Privileges

The Commission and its members shall enjoy such immunities and privileges in the territories of the member states as are required to realize its objectives in accordance with Article Seventeen of the Cooperation Council Charter.

ARTICLE ELEVEN

The Budget of the Commission

The Commission's budget shall be considered part of the Secretariat-

General's budget. Remunerations of the Commission's members shall be established by the Supreme Council.

ARTICLE TWELVE

Amendments

- a. Any member state may request for amendments to these Rules of Procedure.
- b. Requests for amendments shall be submitted to the Secretary-General who shall relay them to the member states at least four months before submission to the Ministerial Council.
- c. An amendment shall be effective if approved unanimously by the Supreme Council.

ARTICLE THIRTEEN

Effective Date

These Rules of Procedure shall go into effect as of the date of approval by the Supreme Council.

These Rules of Procedure were signed at Abu Dhabi City, United Arab Emirates on 21 Rajab 1401 AH corresponding to 25 May 1981 AD.

The United Arab Emirates
The State of Bahrain
The Kingdom of Saudi Arabia
The Sultanate of Oman
The State of Qatar
The State of Kuwait

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