

<b>AGENDA 1: ROLL CALL</b>
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The President calls the meeting to order and requests the Registrar to make a roll call of the board Members. The President shall perform as Registrar.

Dr. Chalernpol Dulsamphant – President FSCT Thailand

Mr. Walis Pelin – First Vice-President CULROC, Taiwan

Mr. Min Raj Kadel – Second Vice-President NEFSCUN, Nepal

Mr. Tae-jong Zhang – Treasurer NACUFOK, Korea

Mr. Reynaldo Gandionco – Secretary NATCCO, Philippines

Mr. Ranjith Hettiarachchi Chief Executive Officer/Ex-Officio

**Standing Rules for Meeting Procedure:**

1. These rules shall govern all meetings
2. The following chart describes the customary motions that may be presented:

	<b>Must be Seconded</b>	<b>Debatable</b>	<b>Amendable</b>	<b>Can be Reconsidered</b>	<b>Special Note</b>
<b>Main Motion</b>	Yes	Yes	Yes	Yes	-----
<b>Amend a pending motion</b>	Yes	Yes	Yes	Yes	See Rules 6 and 8
<b>Defer</b>	Yes	Yes	Yes	Yes	-----
<b>Previous question (to immediately close debate)</b>	Yes	No	No	Yes	Requires 2/3 vote; See rule 10
<b>Postpone indefinitely</b>	Yes	Yes	No	Affirmative Vote Only	Debate can go into main motion
<b>Reconsider</b>	Yes	Yes	No	No	Can be made only by one who voted with prevailing side
<b>Nomination (To make)</b>	No	Yes	No	No	-----
<b>Ballot (To order a vote to be taken by)</b>	Yes	No	Yes	Yes	-----
<b>Recess</b>	Yes	Yes	Yes	No	-----
<b>Adjourn</b>	Yes	No	No	No	

The presiding officer shall make rulings on the above motions and all other matters that come before the meeting. Any such ruling may be appealed by a duly made and seconded motion to appeal. Only the maker of the motion to appeal and the officer whose ruling is being appealed may speak to the appeal. The decision of the presiding officer may be reversed by simple majority vote.

3. A representative may speak once only and for not longer than four minutes on any question, except that the mover of the motion shall be allowed to speak for seven minutes to introduce the subject, and four minutes for reply; provided that the meeting may, by simple majority, extend in a particular instance the time allowed a speaker. The mover of an amendment shall not have the right of reply

4. The mover may if he desires, speak a second time. In so doing, he exercises his right of reply and closes the mover in reply may summarize his own side's case and deal with any opposition raised. He may not introduce any new matter

5. The presiding officer should not call for or recognize the right of reply until:

- No further speakers or proposes of amendments come forward, or
- The only speakers coming forward are on the same side, or
- Time has elapsed

6. Whenever an amendment to a motion is before the meeting, no further amendment shall be discussed until amendment before the meeting has been disposed of

7. If an amendment is carried, the main motion as modified may be further amended

8. If an amendment is lost, the main motion remains subject to other motions to amend

9. When a motion or amendment has been moved and seconded, no further speech in support of such motion or amendment shall be permitted until a speech has been made in opposition to such motion or amendment, except that, where the same motion has been submitted by two or more members, a representative of each such member shall be entitled to be heard. After such speech in opposition has been made, speeches in support and opposition shall follow in rotation

10. A motion to immediately close debate (the previous question) shall not be in order until two representatives, in addition to the mover and the seconder of the motion, have had an opportunity of speaking on the motion

11. Motions and amendment shall be submitted in writing when requested by the presiding officer

12. When a motion submitted by a member is reached on the agenda and a representative of the member is not present, the motion shall be placed at the end of the agenda. If a representative of the member is not present when the motion is again reached, it may be moved by any representative