

Current version: proposed and adopted at the GA on 23 Nov 2025

First version adopted in the Extraordinary General Assembly on 22 March 2020

Standing Orders of the General Assembly

Article 1 - General provisions

1. The General Assembly shall be translated into the principal European languages by means of technological software, except in case of financial and technical impediments.
2. Articles IX-X of the EL*C Statutes (herein after “the Statute”) set the general conditions for the General Assembly. The Standing Orders for the General Assembly provide the detailed rules. (Part I)
3. Article XI of the Statutes sets the general conditions for the meetings of the Lesbian Movement Committee. The Standing Orders for the meetings of the Lesbian Movement Committee provide the detailed rules thereto. (Part II)
4. The General Assembly and the meetings of the Lesbian Movement Committee are organized online via video/audioconference tools.
5. At least one week before of the online General Assembly and the online meetings of the Lesbian Movement Committee, the EL*C Board sends to the full members the registration link and details that will enable the connection.
6. These Standing orders need to be sent together with the convocation of the General Assembly.
7. These Standing orders can be amended by the General Assembly with a simple majority (more than 50% +1) of the submitted, valid votes.

Part. I - General Assembly

Article 2. Convocation of the General Assembly and timeline

1. The Annual General Assembly must be called every year under Article IX(1) of the Statutes.
2. Members of EL*C are to be invited no later than four weeks prior to the Annual General Assembly and to the Extraordinary General Assembly with messages sent at the email address declared by the members.
3. The convocation of the Annual General Assembly and the Extraordinary General Assembly must include the agenda, the timeline of the Preparatory Workshops, the convocation of the Lesbian Movement Committee and the dates by which any other submission (i.e. board candidatures etc..) must be sent to the Board.
4. During the Preparatory Workshops ahead of a General Assembly the items included in the agenda will be discussed by all members.

Article 3. Submission of candidatures (Board Candidates and Auditors)

1. Nominations to be candidates for election to the EL*C Board:
 - a. may be submitted by full members, who are physical persons, who are 18 years old the day of the General Assembly and their majority in their countries of residency.
 - b. Nominations should be submitted the latest 2 weeks before the date of the General Assembly in which the election of the Board was put in the agenda.
 - c. Each candidature, to be valid, must be endorsed by at least one NGO member of the LMC. The Board will provide details on how to express endorsement with the convocation of the GA.

- d. All Board candidates should present themselves by recording a short video and their CV. All the information collected should be shared before the General Assembly to all full members.
 - e. At least two videocalls will be organized before the General Assembly for the candidates to present themselves to the members.
 - f. All Board candidates must participate to at least one of the online meetings scheduled before the general assembly.
 - g. The final list of the candidates will be sent to the members one week before the General Assembly.
2. Nominations for the Auditors
- a. May be submitted by full members, who are physical persons, who are 18 years old the day of the General Assembly and their majority in their countries of residency.
 - b. Nominations should be submitted the latest 2 weeks before the date of the General Assembly in which the election of the Auditors was put in the agenda.
 - c. The Board will provide details on how to candidate for Auditors and which information should be provided

Article 4. Nomination of organizations' representatives for the General Assembly and transfer of the voting rights for full members

- 1. Each organization, that is a full member, must nominate an individual to represent its interests at the General Assembly. The nomination shall be sent to EL*C Board within the deadline set by the EL*C Board. The EL*C Board can provide a specific form for the nomination of a representative.
- 2. As the General Assemblies of EL*C are conducted online and are accessible to all members, the voting rights of Individual Members and NGO members are non-transferable. Only Individual Members and representatives of NGO members that are present at the Assembly may exercise their right to vote.
- 3. If an Individual member is also nominated as representative of an NGO member, they maintain their right to vote as Individual member

Article 5. Submission and Endorsement of Motions for the General Assembly

1. Submission of Motions

- a. Motions may be submitted by both Individual Members and NGO Members through the designated online tool, prepared and sent to all full members by the EL*C Board, from 1 January until 1 September of the year in which the General Assembly is convened.
- b. Two distinct lists of motions shall be maintained: one for motions submitted by Individual Members and one for motions submitted by NGO Members.

2. Endorsement of Motions by Individual Members

- a. In the first two weeks of September, Individual Members shall be invited to participate in an online survey to endorse motions submitted by Individual Members.
- b. A motion shall only proceed if it receives the support of at least 5% of all Individual Members.

3. Endorsement of Motions by NGO Members

- a. Under Article 12.1a of the Standing Orders, a meeting of the Lesbian Movement Committee (LMC) shall be convened to discuss the list of NGO motions.
- b. The day following this meeting, all NGO Members shall be invited to participate in an online survey to endorse the submitted NGO motions.
 - The survey shall remain open for a minimum period of three (3) days.
 - A quorum of fifty percent (50%) of EL*C NGO Members must be reached for the vote on a motion to be valid.
 - Endorsement of an NGO motion requires a simple majority (50% + 1) of the votes casted.

4. Decision of the Board

- a. At the end of September, the Board shall meet to decide which of the motions endorsed by Individual Members and by the LMC shall be placed on the Draft Agenda of the General Assembly.
- b. During this meeting, the Board can label any motion as Crucial (Dykecise).

5. Final LMC meeting:

- a. Under Article 12.1b of the Standing Orders, a second meeting of the LMC shall be convened to confirm the Final Agenda of the General Assembly. During this meeting, the LMC shall also confirm the Board decision to label specific motions as Crucial (Dykecise).
- b. The participants should try to reach a consensus. In case of difference of opinions between the Board and the LMC about a motion presented or excluded by the Board, an online vote open to all LMC members shall be organized as follows:
 - The day following this meeting, all NGO Members shall be invited to participate in an online survey
 - The survey shall remain open for a minimum period of three (3) days.
 - A quorum of fifty percent (50%) of EL*C NGO full Members must be reached for the vote on a motion to be valid.
 - For the LMC to overrule the Board decision, a vote requires a simple majority (50% + 1) of the votes casted.

6. Preparatory Workshops

- a. During the week preceding the General Assembly, online workshops shall be organized for discussion of the motions accepted onto the Final Agenda.
- b. The number and structure of workshops shall be determined according to the number of motions submitted.
- c. Workshops shall be governed by simple procedural rules:
 - Only individual members (included EL*C Board and Staff), and NGO representatives can attend the Preparatory Workshops,
 - each workshop shall have a chairperson designated by the Board, and two-minute takers should be elected,
 - interventions shall be time-limited to ensure broad participation,
 - the chairperson may call to order any participant using offensive language or obstructing the discussion.

- The purpose of the workshops shall be to allow both Individual Members and NGO Members to discuss and, where possible, to reach consensus on motions.
- The minute takers submit the final short minutes of the meeting at the end of each workshop and those notes are approved by the majority of the participants.

Article 6. Opening of the General Assembly

1. The General Assembly is open for all full members of EL*C. The right to vote (active vote) and to run for election (passive vote) is awarded to full members according to art. VIII of the EL*C Statute. If a membership fee is due, full members can exercise their voting rights if they have paid their membership fees. Members, who have not paid their dues at the beginning of the General Assembly Convocation, cannot participate in the general Assembly and consequently cannot express their vote.
2. The EL*C Board is responsible for ensuring that only full members enter the virtual room where the General Assembly is held and that only full member have access to the online voting tools. The General Assembly can allow guests to attend by a decision with simple majority.

Article 7. Roles during the General Assembly

1. The General Assembly is **chaired** by one of the co-chairwomen of the Board, unless an election of the Board is scheduled in the agenda of the General Assembly. In case the chairwomen are unavailable, the General Assembly is chaired by one of the secretaries of the Board. In case the co-secretaries are unavailable or if the election of the new Board is scheduled in the agenda of the General Assembly, the chairwoman of the General Assembly will be the LMC chair elected during the last LMC before the GA. In case the chair of the LMC is also unavailable, the chairwoman will be elected by the General Assembly among EL*C full members.
2. The EL*C co-secretaries take the **minutes** of the General Assembly. If the election of the Board is scheduled in the agenda of the General Assembly or one of the secretaries chairs the Assembly, the LMC nominate, during the last LMC before the GA, two note takers among the LMC members.
3. During its final meeting before the General Assembly, the LMC appoints among the LMC representatives' members, two counters for the General Assembly, excluding candidates running for a board position in case of board elections because of conflict of interest.
4. The Chairwoman, the minute-takers and the counters maintain their right of vote in accordance with EL*C Statute.

Article 8. Motions during the General Assembly

1. **The Final Agenda at the General Assembly is approved via the process specified in Article 5**
2. Valid Motions to the General Assembly may only be voted upon if they appear on the Final Agenda, except for motions of order and motions from the floor as provided below.
3. **Motions from the Floor**
 - a. Members retain the right to present motions from the floor during the General Assembly, provided that such motions concern urgent or procedural matters that could not reasonably have been submitted in advance and, or discussed during the Preparatory Workshops.
 - b. Acceptance of a motion from the floor shall require the approval of a simple majority of the

General Assembly. For the voting procedure in case of motion from the floor, please see article below.

7. Motions of Order

- a. The following are considered motions of order:
 - that speaking time for interventions be further limited;
 - that the list of speakers for an agenda item be closed;
 - that a proposal be put immediately to a vote;
 - that the chair be challenged (with five minutes' speaking time for both the mover and the chair, after which the Assembly shall vote without further debate; if the motion is carried, a new chair shall be elected from among the full members).

8. Conduct of the Assembly

- a. The chair may at any time propose adjournment of the Assembly to a specified time; the Assembly shall vote immediately on such a proposal.
- b. The chair may call attention to offensive language or breaches of order; if the participant persists, the chair may call them to order. If the ruling is contested, the Assembly shall vote whether to expel the participant for the item under discussion or for the entire session.

Article 9 - Voting during the General Assembly

1. The EL*C Board is responsible for the online tool containing all points included in the Final Agenda, and that will be sent to all participants at the beginning of the General Assembly.
2. Voting system is open at the beginning of the General Assembly and closes before the end.
3. The votes are exploited and presented before the closure of the online General Assembly.
4. During the voting, the counters assist the EL*C Board and oversee the procedures.
5. Individual membership and NGO votes are separate and split in two lists, counted separately;
6. One member vote (NGO or individual) counts as one;
7. Motions, resolutions, reports and other items are approved with the simple majority (more the 50%) of the votes for and votes against. Amendments to the EL*C Statutes are approved with a majority of $\frac{2}{3}$ of votes for and votes against.
8. For specific Motions labelled by the Board and confirmed by the last LMC as Crucial (Dykecise), in the event of divergent outcomes between the vote of Individual Members and the vote of NGO Members, the result of the NGO Members' vote shall prevail.

Article 10 - Election of Board Members and the Auditors

1. The counters are responsible for overseeing the elections and the counting of votes.
2. Board members and the Auditors are elected via an online tool.
3. For the board election, each full member can cast a maximum number of nominations equal to the number of Board seats. For example, if the EL*C has 15 Board seats, each member can nominate 15 candidates.
4. Candidates will be ranked by the number of votes they have received, starting from the candidate with the highest number of votes until all seats are filled. When more candidates than the number of seats left have the same number of votes, the allocation of the remaining seats is decided through a second vote to be held only among those candidates.
5. The election of the Auditors is made by members casting a simple vote. Candidates will be ranked by the number of votes they have received and the first two are elected.

Article 11 - After the General Assembly

1. The minutes of the General Assembly including the minutes of the Preparatory Workshops have to be sent by e-mail by the two minute-takers to the chairwoman of the General Assembly and to the EL*C Board for approval. The minutes have to be approved within 14 days of the General Assembly.
2. The minutes of the General Assembly including the minutes of the Preparatory Workshops have to be sent to all members once they are approved without further delay.

Part II - Lesbian Movement Committee

Article 12. Convocation of the Lesbian Movement Committee

1. Prior to the Annual General Assembly, two LMC meeting shall be convened:
 - a. the first, 2 weeks after the deadline for the submission of motions
 - b. the second, no later than two weeks before the date of the General Assembly.
2. In case an Extraordinary General Assembly is called under Article XI(2) of the Statute, only the second meeting referred to in paragraph 1(b) shall be mandatory.
3. Members of Lesbian Movement Committee are to be invited together with the convocation of the Annual General Assembly and to the Extraordinary General Assembly at the email address they have indicated.
4. The convocation of the meeting of the Lesbian Movement Committee must include the LMC agenda.

Article 13. Nomination of representatives for the Lesbian Movement Committee

1. Each organization, that is a full member, must nominate an individual to represent its interest at the meeting of the Lesbian Movement Committee. The nomination shall be sent to the EL*C Board one week ahead of the meeting. The EL*C Board can provide a specific form for the nomination of a representative.
2. Only the representatives of the full NGO members can vote during the Lesbian Movement Committee. During the LMC one person can only represent one organization.

Article 14. Submissions by EL*C Board

1. At least one week before the Last LMC meeting proceeding the General Assembly, the EL*C Board must submit to the Lesbian Movement Committee the resolutions that the Board intends to present to the General Assembly including the full list of motions (from individual and NGO) that the Board proposes to include (and exclude) into the Final Agenda of the General Assembly.
2. The LMC can decide to modify the list of motions by adding some of the excluded ones or excluding some of the accepted ones. The vote for the integration or the exclusion of some motions will take place via an online tool (see Article 5), open for 3 days, by all full NGO members and by simple majority (approved if 50%+1 of the votes expressed) overruling the board only if the quorum is reached.

Article 14. Chairing of the Lesbian Movement Committee

1. The chairwoman of the meeting of the Lesbian Movement Committee is suggested by the EL*C Board or by any member of the LMC. If more than one person is nominated, a vote will be taken.
2. Unless the chairwoman is also the representative of one of organizations who are full members, the chairwoman does not have the right to vote.
3. The chairwoman of the Lesbian Movement Committee meeting chairs the meeting of the Lesbian Movement Committee, has the power to propose an adjournment of the meeting, call attention to offensive language or any breach of order and call for a vote to expel participants who are willingly disrupting the conduction of the meeting after the first call from the chair?.
4. The chair of the Last LMC before the General Assembly can be called to perform the role of the Chairwoman of the General Assembly under the conditions established in Article 7

Article 15. Proposals from the Lesbian Movement Committee.

The Lesbian Movement Committee, in line with Article 5 of these Standing Orders, has the right to propose amendments to the Draft General Assembly.