



Doc. 533

03 October 1956

Distribution of documents to Representatives and Substitutes

Report

Committee on Rules of Procedure, Immunities and Institutional Affairs

Rapporteur: Mr Jacques BICHET, France



A. Draft Resolution ¹

1. The following will be the only documents delivered to Representatives and Substitutes :
 - a. Minutes of Proceedings and Official Reports of the debates of the Assembly;
 - b. Documents of committees of which the Representative or Substitute is a member;
 - c. The " Notice " which includes a list of the documents available and issued to the Representatives or Substitutes on request.
2. During the Session documents will be placed in the Representatives' or Substitutes' pigeon-holes; between Sessions they will be despatched to the address given to the Secretariat- General.
3. During the Assembly Sittings relevant documents will be handed immediately to those Representatives who request them from the ushers on duty.
4. The Texts adopted by the Assembly, Assembly Working Papers, Texts adopted, Minutes of Proceedings and Official Reports of Debates will be sent to all Representatives and Substitutes as soon as they are published in the printed volume.
5. The Clerk of the Assembly will be responsible for putting the present Resolution into effect.

1. See 28th Sitting, 26th October 1956 (Draft Resolution adopted) and Resolution 110.

B. Explanatory Memorandum by M. BICHET

1.

On the 26th October 1955, a Motion for an Order (Doc. 467) was tabled for the dual purpose, first, of facilitating the work of Representatives to the Assembly by lightening the burden of papers sent to them while, at the same time, giving them a precise idea of the work of the Assembly and its committees, and, secondly, of reducing the costs of paper, printing and postage.

This Motion was referred to the Committee on Rules of Procedure and Privileges on the 27th October 1955, which considered it during the April 1956 session.

The principle of the Motion has the support of your Committee, which has adopted its provisions with a few minor changes.

Paragraphs 1 and 2 of the draft Resolution specify the three kinds of documents which, henceforth, will be automatically distributed to Representatives to the Assembly. The Secretariat-General might issue a printed list of the documents mentioned in paragraph 1 (c), drawn up in such a way as to make it easy for Representatives to indicate those they would like to receive; they would only have to return the list, bearing their name, to the Distribution Section in order to obtain delivery or despatch.

Paragraph 3 confirms present practice, which appears to be satisfactory. The Notice Paper will contain the reference numbers of documents being debated; all that Representatives have to do, if they do not already have copies, is to ask the usher on duty for them.

Your Committee gave careful study to paragraph 4. Some members of the Committee did not consider it necessary for the printed volumes, which are costly, bulky and heavy, to be automatically despatched to all the Representatives. However, the majority of the Committee considered that, in contrast to the national parliamentary documents to which each Representative could easily refer on the spot, consultation of the Council of Europe documents would be difficult if they had to be obtained from Strasbourg each time they were needed. Your Committee agreed with the principle of automatic despatch; this would supersede the present procedure of sending, at the end of each Session, to those Representatives AVIIO had not attended, all multigraphed documents deposited in their pigeon-holes during that Session. This was an obvious duplication of work. To facilitate carrying out the proposed new arrangements, however, it would be desirable for the Clerk to take the necessary steps to expedite the printing and despatch of Assembly Documents and Official Reports of Debates.

In paragraph 5 the Clerk of the Assembly is invited to take whatever measures he considers best to put the Resolution into effect.

Your Committee has unanimously adopted the foregoing draft Resolution and submits it to the Assembly for approval