



23rd Conference of the Mediterranean and Black Seas Hydrographic Commission

MBSHC-23 (Hybrid Conference)

Logistic Information for VTC meeting sessions (30 March – 1 April 2022)

Join the meeting by opening the link you have received

Once connected with *zoom* (1/3)

Basic guidance and *etiquette*:

- After the connection to *zoom platform*, grateful if you could register your name as “Country code- Name in English- Organization (example: Spain - Salvador Moreno-IHM)
- Please ensure your microphone (mic) and camera (video) are muted and switched off, respectively.
- When invited to speak by the Chair, unmute mic and switch on the camera.
- The **chat function** should be limited **to request the floor**, not to provide support, or extensive comments or arguments, unless it is requested by the Chair.
- If you request the floor, please type “**floor**” in the Chat, then unmute and switch on your video camera.

Once connected with *zoom* (2/3)

Basic guidance and *etiquette* (cont.):

- You are kindly invited to be concise in your comments/questions/oral statements. Speak in English slowly to be understood.
- If you wish your statement to be included in the minutes of the Conference, please provide it to the MBSHC-23 Secretary (IHMESSP ihmessp@fn.mde.es)
- Silence procedure means basically that you support the proposal.
- The use of headset is highly recommended when you intervene to prevent from Larsen effect/feedback in the microphone. If headset is not available, please decrease the volume of your loudspeakers while speaking.
- The 23rd Conference will be recorded for internal purposes only (minutes and actions), unless a Member State doesn't agree with it.



Once connected with *zoom* (3/3)

Basic guidance and *etiquette* (cont.):

- By default, presentations will be uploaded.
- The latest version provided to the MBSHC Chair will be presented.
- Any Participant who wishes to present their own presentation must inform the Chair at their earliest convenience, so that they can be granted required permissions in the platform.

In order to make minutes, actions and decisions, this conference will be recorded.

Procedure to vote during this meeting

- Chair will check all registered delegations are in person/online.
 - Member states: 21 (Syria & Serbia are suspended);
 - **Total of present delegations to cast a vote: 17** (to be checked)
- To achieve the adoption of amendments of statutes:
 - Total votes needed for amendments of statutes: (2/3): **14**
(Art.14)
- To achieve the adoption of decisions & resolutions: majority of casting votes: 9 (to be checked)

Minimum number of affirmative votes (at least 1/3 of all MS): 7

(Statutes Art. 11.a.)

VOTING PROCEDURE

IT IS UNDERSTANDABLE THAT VOTING OF ALL MS IS POSITIVE “YES” UNLESS THEY SHOW THEIR DISAGREEMENT.

TO SHOW DISAGREEMENT:

- VIA VTC: RAISE YOUR HAND AND INDICATE “NO” IN THE CHAT.

 - IN PERSON: DELEGATIONS WILL RAISE THEIR DELEGATION ID.
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