

## GUIDELINES FOR SUBMITTING IAU RESOLUTIONS

(original 7 Feb. 2015, modified 20 May 2024)

General instructions on the preparation of resolutions for consideration at a General Assembly can be found in Section IV of the Working Rules:

[http://www.iau.org/administration/statutes\\_rules/working\\_rules/#WorkRulIV](http://www.iau.org/administration/statutes_rules/working_rules/#WorkRulIV).

These guidelines provide further details.

Resolutions should address astronomical matters of significant international impact or matters of policy of significant importance for the international astronomical community as a whole. Proposed Resolutions should address specific issues of the nature described above, define the objectives to be achieved, and describe the action(s) to be taken by the Officers, Executive Committee, or Divisions to achieve these objectives.

Proposed Resolutions with implications for the budget of the IAU must be submitted to the General Secretary at least nine months before the General Assembly in order to be taken into account in the budget for the impending triennium. All other proposed Resolutions must be submitted to the General Secretary six months before the beginning of the General Assembly. The Executive Committee may decide to accept late proposals in exceptional circumstances.

In broad terms, the format for a Resolution comprises:

1. A preamble in the form of “considering” and/or “recognising” or “noting” past events or decisions relevant to the proposed Resolution,
2. Either “recommends” action by the Executive Committee or some other body within the IAU, or
3. “resolves” that some specific action or decision follows.

No two Resolutions are identical, and this format can be varied to meet specific needs. Proposed Resolutions may be submitted in either English or French.

Proposals for Resolutions to be adopted by the IAU may be submitted by the Member Organization of a National Member, the Executive Committee (EC), a Division, a Commission, or a Working Group (WG). An individual may not submit a Resolution.

1. For a submission by a Working Group without an Organizing Committee (OC):
  - A draft Resolution must be circulated among the full membership of the proposing body with sufficient time for comments and must be endorsed by an absolute majority of the membership.
  - Subsequently, the Resolution must obtain endorsement from all associated Divisions before submission.
2. For a submission by an EC Working Group or a Commission:

- A draft Resolution must be circulated among the full membership of the proposing body with sufficient time for comments and must be endorsed by an absolute majority of the Organizing Committee.
  - Subsequently, the Resolution must obtain endorsement from all associated Divisions, or from the EC in the case of an EC Working Group, before submission.
3. For a submission by a Division or an endorsement of a WG or Commission proposal:
- A draft Resolution must be circulated among the full membership of the Division with sufficient time for comments and must be discussed by the Steering Committee.
  - An endorsement by an absolute majority of the Steering Committee of the Division is required for a proposal to advance.
4. For an EC submission or an endorsement of an ECWG proposal:
- A draft Resolution must be discussed by the full EC.
  - An endorsement by an absolute majority of the EC is required for a proposal to advance.

Each participating body must submit summary minutes of the discussion meetings, including a tally of votes, as documentation to confirm adherence to the process. Upon submission and with proper endorsements, proposed Resolutions undergo review by both the Resolutions Committee and the Executive Committee. The Resolutions Committee may refer a Resolution back to the proposers for revision or withdrawal if it perceives significant problems with the text, but can neither withdraw nor modify its substance on its own initiative. Following this review process, each proposed Resolution is posted on the Union website. This posting provides an opportunity for members to discuss the proposed Resolutions in advance of the General Assembly. Neither proposed Resolutions nor any of their contents should be made public elsewhere before they receive official posting by the IAU.

The Resolutions Committee will present the proposed Resolutions during a plenary session of the General Assembly with its own recommendations, and those of the Executive Committee, if any, for their approval or rejection. A representative of the body proposing each Resolution will be given the opportunity to defend the Resolution in front of the General Assembly, after which a general discussion and voting shall take place.

In accordance with the Statutes (Sect. VII.15), the Executive Committee may decide that voting on specific Resolutions will be open for electronic voting for not more than 31 days counting from the close of the General Assembly at which the Resolutions were proposed. The Executive Committee will give Members not less than 3 months' notice before the opening of the General Assembly of the intention to open Resolutions to electronic voting after the General Assembly.

Approved Resolutions are published in Transactions B – Proceedings of the General Assembly - after each GA and can be found on the IAU website

[http://www.iau.org/administration/resolutions/general\\_assemblies/](http://www.iau.org/administration/resolutions/general_assemblies/).

When the approved Resolutions are published, both French and English versions will be provided.