



RIVENDELL MODEL

Rules and Procedures for Citizens' Assemblies



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Introduction

We were planning to publish a template with a set of rules and procedures that we use for organising citizens' assemblies in Poland so that people around the world could adapt it for their cities or countries. However, when I received the translated version of the text (original is in Polish), I realised that it was a bit hard to read even for me, with all the places in brackets left to fill in. It just didn't look good. How about creating then a sample rules, instead of the template, for a city that would be neutral? This should be easier to read and people could just change the bits they need anyway. For which city could it be created? Hm, how about Rivendell from the Hobbit and Lord of the Rings? Oh, that will be so much fun. And the best part - we could have some illustrations for it! How wonderful, with elves and all that. Who would have thought that being involved in democratic innovations would mean one day exploring geography of Middle-earth and designing a deliberative process for the elven town at the foothills of the Misty Mountains?

Despite having elves and a hobbit in the Coordinating Team in this publication, a set of rules like this is currently in use in one of the Polish cities. These rules and procedures are also based upon the real life experiences. What I think is worth emphasising is the governance structure with the Coordinating Team running the process, Monitoring Team providing oversight and arbitration process for resolving disputes. There are also rights of the stakeholders and of the members of the citizens' assembly expressed clearly. And the decision-making method with the whole process of developing final recommendations is described in detail.

Please feel free to use the Rivendell Model for organising citizens' assemblies in your city or a country. And do let us know about your experiences or possibilities for improvements.

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Center for Climate Assemblies, climateassemblies.org



I. General Provisions

Section 1. Citizens' Assembly

1. The Rules and Procedures set out the rules for organising Rivendell Citizens' Assembly, hereinafter referred to as "the Assembly".
2. The Assembly is a process of democratic decision-making by a randomly selected group of Rivendell residents, whose composition takes into account the demographic criteria set out in section 10 item 3 hereof.
3. The Assembly aims at delivering the best possible solutions regarding the subject of the Assembly, taking into account the common good of Rivendell residents.
4. Information and materials regarding the Assembly are published on the website: www.rivendell.elv.

Section 2. Assembly Standards

The Assembly is organised in accordance with the following standards:

- 1) random selection of Assembly Members;
- 2) demographic representativeness of the Assembly;
- 3) independence of the Coordinating Team to lead the Assembly;
- 4) Assembly can invite additional Experts;

- 5) widest practical range of perspectives (opinions) is included in the learning phase of the Assembly;
- 6) inclusion of all interested Stakeholders in the Assembly;
- 7) the programme includes deliberation by Assembly Members;
- 8) all members of the community are able to provide input to the Assembly in the form of comments, proposals or suggestions;
- 9) sufficient time for reflection by Assembly Members is provided;
- 10) transparent functioning of the Assembly;
- 11) citizens are informed that the Assembly will be taking place and information on how they can get involved and follow it is provided;
- 12) Recommendations of the Assembly Members have influence on the decisions concerning the topics of the Assembly.

Section 3. Thematic scope of the Assembly

1. The subject of the Assembly is: "Ending coal mining in the Misty Mountains adjacent to Rivendell".
2. The list of specific issues to be resolved as part of the Assembly is discussed among the representatives of Elrond's Office and the Stakeholders during the workshop prepared by the Coordinating Team.
3. Specific issues to be presented to Assembly Members for resolution:
 - 1) What should be the timeframe for the last two coal mines in the Rivendell area to close down?
 - 2) What is the best source of renewable energy for Rivendell?
 - 3) How to prevent intrusions of orcs through the closed mines?

Section 4. Definitions

Whenever the Rules and Procedures refer to:

- 1) Expert - a person who specializes in the subject of the Assembly, by profession, education, training, skill or experience, and whose role is to transfer that knowledge to Assembly Members;

- 2) Witness - someone with personal insights on the Assembly topic, by virtue of first-hand life experiences, whose role is to transfer those insights to Assembly Members;
- 3) Facilitator - means a person who conducts meetings within the Assembly;
- 4) Observer - means a person who watches the progress of the Assembly and may be present during the Assembly Members' meetings without the right to participate in discussions or voting;
- 5) Assembly Members - means persons who form a randomly selected group of Rivendell residents, who make decisions within the Assembly;
- 6) Recommendation - means a proposal of a solution that can be implemented in Rivendell to carry out a task specified in the subject of the Assembly;
- 7) Stakeholder - means an organisation, institution, or an informal group whose activity is related to the subject of the Assembly, or which is directly affected by issues raised during the Assembly.

II. Assembly implementation

Section 5. Coordinating Team

1. The Coordinating Team is responsible for the organisation of the Assembly. It is comprised of two sub-groups: the Core Team and the Support Team.
2. Core Team members:
 - 1) Galadriel;
 - 2) Arwen;
 - 3) Bilbo Baggins.
3. Support Team members:
 - 1) Lúthien;
 - 2) Aragorn.
4. In all matters related to the organisation of the Assembly, the Coordinating Team can be contacted by writing to the email address: arwen@rivendell.elv.
5. The tasks of the Coordinating Team include in particular:
 - 1) designing the process of the Assembly and coordinating its implementation at every stage;

- 2) conducting the random selection process of Assembly Members in cooperation with the Elrond's Office;
- 3) recruitment of the Stakeholders;
- 4) selecting Experts and Facilitators;
- 5) preparation of the Assembly programme;
- 6) organisation of meetings taking place as part of the Assembly;
- 7) conducting final voting on the proposals for Recommendations;
- 8) publishing all necessary information and materials regarding the Assembly on its website.

6. Decisions on matters referred to in item 5 are made by the Core Team members, within their agreed roles. The pivotal decisions can be made jointly by the entire Core Team, at the request of either of its members.



Section 6. Monitoring Team

1. The Monitoring Team oversees the process of the Assembly to ensure that it follows the standards set out in section 2.
2. The Monitoring Team consists of:
 - 1) 3 representatives of the Elrond;
 - 2) 1 representative of each of three political groups in the Rivendell Council, designated by these groups;
 - 3) 6 representatives of NGOs or informal groups whose activities cover one or more of the following areas:
 - a) public participation;
 - b) energy generation;
 - c) mining;
 - d) environmental protection.
3. An NGO or informal group may only propose one person to the Monitoring Team.
4. The Monitoring Team can be contacted in all matters related to the implementation of the Assembly through phone number: +48 221-002-22 and email address: monitoring.team@rivendell.elv.

Section 7. Recruitment of representatives of NGOs or informal groups to the Monitoring Team

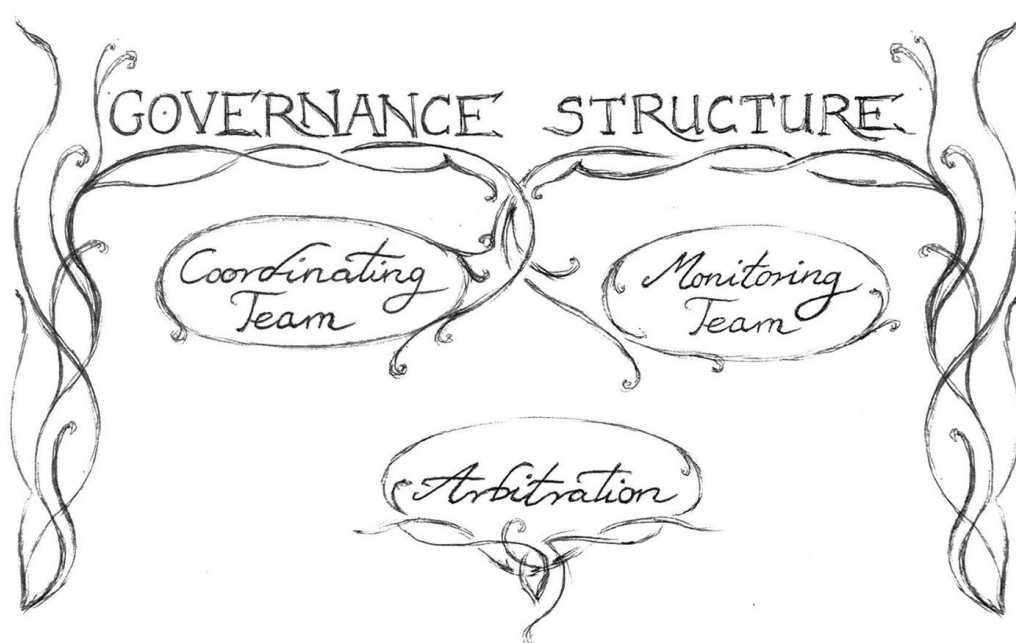
1. The recruitment of representatives of NGOs or informal groups to the Monitoring Team is announced by the Elrond's Office on the Assembly's website.
2. To participate in the recruitment, one must send their application by email: elrond@rivendell.elv until September 12th. An NGO or informal group that proposes its representative to the Monitoring Team should demonstrate that it meets the prerequisites set out in section 6 item 2 point 3 of the Rules and Procedures.
3. In the event that the entity represented by the proposing person does not meet the prerequisites set out in section 6 item 2 point 3 of the Rules and Procedures, or the application was sent after the deadline specified in item 2, the application is considered invalid.
4. 2/3 of representatives of NGOs and/or informal groups in the Monitoring Team are selected through preferential voting (ranked voting). The remaining 1/3 is selected by lot.

5. If, as part of the recruitment, no more than 6 valid applications have been submitted, the Monitoring Team includes all persons who submitted an application. In such a situation, the seats in the Monitoring Team that are intended for NGOs or informal groups, remain vacant.
6. If the number of valid applications exceeds 6, the representatives of NGOs or informal groups who have sent a valid application, shall select 4 from among them those who will join the Monitoring Team by means of preferential voting (ranked voting). Every person voting has one vote. The vote is cast in secret.
7. The Monitoring Team consists of 4 persons with the highest voter support, and 2 persons selected by lot from among those who were not elected.
8. For voting to be valid, at least half of those entitled to vote should participate. If fewer persons took part in the voting, the recruitment for the Monitoring Team shall be carried out entirely by random selection.
9. The organisation of voting is prepared by the Elrond's Office.
10. At the request of at least two-fifths of the Monitoring Team members, the Elrond's Office conducts a supplementary recruitment of representatives of NGOs or informal groups to the Monitoring Team. Items 1-8 apply accordingly.
11. In the event of a fault in the voting process, the Elrond's Office repeats the election process of representatives of NGOs or informal groups to the Monitoring Team. Items 1-8 apply accordingly.



Section 8. Tasks of the Monitoring Team

1. The task of the Monitoring Team is to ensure compliance with the Assembly standards, as set out in section 2 points 1-11 hereof.
2. The Monitoring Team implements the task specified in item 1 through:
 - 1) handling reports on possible violations of the Assembly's standards;
 - 2) calling on the Coordinating Team to take measures to restore compliance with standards;
 - 3) initiating the arbitration procedure;
 - 4) addressing appeals against decisions of the Coordinating Team regarding refusal to participate in the Assembly as a Stakeholder;
 - 5) appointing Observers to attend Assembly Members' meetings during the closed part of the Assembly.
3. Anyone may submit issues for consideration by the Monitoring Team.
4. The Monitoring Team meets when needed, in particular when it receives a report regarding a possible breach of Assembly standards.
5. Meetings of the Monitoring Team are convened on the initiative of at least 4 members.
6. The Monitoring Team may summon a representative of the Coordinating Team to its meeting, to provide explanations on issues related to the course of the Assembly.



Section 9. Arbitration

1. In the event of a violation of any of the Assembly standards, the Monitoring Team shall call on the Coordinating Team to take action to restore compliance with the standards. The Coordinating Team may refuse to take the actions recommended by the Monitoring Team, upholding the position that existing activities are in line with the Assembly standards. In such a case, the Monitoring Team may initiate an arbitration procedure.
2. Voting on initiating the arbitration procedure takes place at the request of at least 1/3 members of the Monitoring Team.
3. The Monitoring Team initiates the arbitration procedure by a simple majority of votes in the presence of at least 2/3 of its members.
4. Four arbiters are appointed to resolve the issue that is the subject of the arbitration.
5. Where issues related to the subject of the Assembly are to be resolved, in particular, the topics of presentation or selection of experts, arbiters shall be appointed as follows:
 - 1) a list of specialists from 10 universities from the following cities will be created:
 - a) Havens of the Falas,
 - b) Avallonë,
 - c) Ost-in-Edhil,
 - d) Caras Galadhon,
 - e) Gondolin,
 - f) Vinyamar,
 - g) Menegroth,
 - h) Brithombar,
 - i) Alqualondë,
 - j) Tirion;
 - 2) if there are several universities in a given city, the university of choice is that which ranks highest in the Annual Ranking of the Universities of Middle-earth;
 - 3) each member of the Monitoring Team may register one additional university - public or private;

- 4) persons holding at least a doctor's degree from the departments or studies that closely deal with the topic are added to the list;
 - 5) four arbiters are selected from the list of specialists by random selection, using the Random.org website;
 - 6) members of the Coordinating Team and Monitoring Team cannot become arbiters.
6. If there are issues related to the functioning of the Assembly to be decided, a random selection is carried out from the list of persons who are members of the OECD Innovative Citizen Participation Network. Four arbiters are selected from the list of members of this group by random selection using Random.org. Members of the Coordinating Team and the Monitoring Team cannot be arbiters.
 7. The arbitration process, including the random selection of specialists, is prepared by the Coordinating Team and communicated to the Monitoring Team as to the undertaken activities.
 8. As part of the arbitration, both the Monitoring Team and the Coordinating Team present the arbiters with their opinions on the given matter and issues to be resolved.
 9. The Arbiters' decisions are taken by a 3/4 majority. In case Arbiters cannot reach a 3/4 majority, a decision of the Coordinating Team is upheld.



III. Assembly Participants

Section 10. Selection of Assembly Members

1. Assembly Members can be Rivendell residents who are at least 18 years old.

2. The Assembly consists of 50 persons belonging to the primary group and 10 persons belonging to the reserve group.
3. The composition of the Assembly Members group reflects the demographic structure of Rivendell in terms of the following criteria:
 - 1) gender;
 - 2) age group:
 - a) 18-24 years,
 - b) 25-39 years,
 - c) 40-64 years,
 - d) 65+ years;
 - 3) level of education;
 - 4) district.
4. The composition of the Assembly Members' group is selected by lot. The rules of the random selection process are set out in Annex hereto.
5. The number of Assembly Members per district is calculated as follows:
 - 1) the number of registered residents of individual district rises to the power of 0.8;
 - 2) the sum of the numbers resulting from the exponentiation referred to in point 1 is calculated;
 - 3) the quotient of the results obtained in point 1 and the sum referred to in point 2 is calculated;
 - 4) individual quotients are multiplied for individual districts by the target number, or close to the target number, of Assembly Members and rounded;
 - 5) if for a given district the result of the equation referred to in item 4 is 0, then it is awarded 1;
 - 6) the number close to the target referred to in point 4 shall be selected in such a way that after all the equations are carried out, the sum of Assembly Members for individual districts would be the target number.
6. To ensure the Assembly's impartiality, the following persons are asked not to register to participate:
 - 1) persons holding managerial positions in the Elrond's Office, in organisational units of Rivendell and in public companies of Rivendell;

- 2) councilors;
- 3) employees of the Stakeholders whose tasks are directly related to the subject of the Assembly;
- 4) members of the Stakeholder groups and members of their organs;
- 5) members of the Coordinating Team and the Monitoring Team;
- 6) Experts, Observers, or Facilitators.

Section 11. Rights of the Assembly Members

1. In particular, each Assembly Member has the right to:
 - 1) participate in all meetings organised as part of the Assembly;
 - 2) ask questions of Experts present at the meetings and to the Stakeholders within the time allowed;
 - 3) request additional opinions between meetings from Experts and Stakeholders, through the Coordinating Team;
 - 4) submit proposals for Recommendations;
 - 5) participate in the discussion on the Recommendations;
 - 6) submit motions to verify the accuracy of information that appears in the discussion;
 - 7) participate in the final vote, subject to items 2-4;
 - 8) submit motions for appointing persons as additional Experts;
 - 9) submit motions to dismiss a Facilitator;
 - 10) submit motions for additional meetings by the Assembly;
 - 11) raise objections and comments regarding the functioning of the Assembly to the Monitoring Team.
2. Persons from the primary group and the reserve group participate in the Assembly on the same terms, except for final voting, in which only those from the primary group participate, subject to items 3-4.
3. If a person from the primary group is absent from the final vote or was present at fewer than 3 previous meetings of the Assembly, they are replaced by a person from the reserve group.
4. In the cases referred to in item 3, the person from the reserve group whose demographic profile is closest to that of the person being replaced from the

primary group and who has participated in at least 3 previous Assembly meetings takes part in the voting. Demographic criteria are compared in the following order: gender, age group, education level. In the event that these criteria are met by more than one person, the substitute person shall be selected by lot.

5. Assembly Members are entitled to a daily allowance due to their participation in the Assembly.

Section 12. Recruitment of Stakeholders

1. The Coordinating Team draws up a list of identified Stakeholders, which it invites to participate in the Assembly. The invitees should confirm their participation via e-mail by September 19th.
2. Stakeholders who have not been invited to participate in the Assembly may notify their participation to the Coordinating Team via e-mail of their own accord by September 19th. In the application, the Stakeholders should demonstrate that they meet the prerequisites specified in section 4 item 7 hereof.
3. In the event that an entity does not meet the requirements set out in section 4 item 6 hereof, the Coordinating Team shall refuse its participation in the Assembly and inform it by electronic means.
4. An entity that was refused participation in the Assembly by the Coordinating Team may submit an appeal against its decision to the Monitoring Team, by electronic means, within 14 days of receiving a refusal to participate in the Assembly. The decision of the Monitoring Team is final.
5. In the event of failure to meet the deadline specified in items 1 and 2, at the request of the Stakeholder concerned, the Monitoring Team may decide to allow it to participate in the Assembly. When making a decision, the Monitoring Team takes into account whether the stage of Assembly implementation allows it.
6. The list of the Stakeholders participating in the Assembly is published on the Assembly's website.

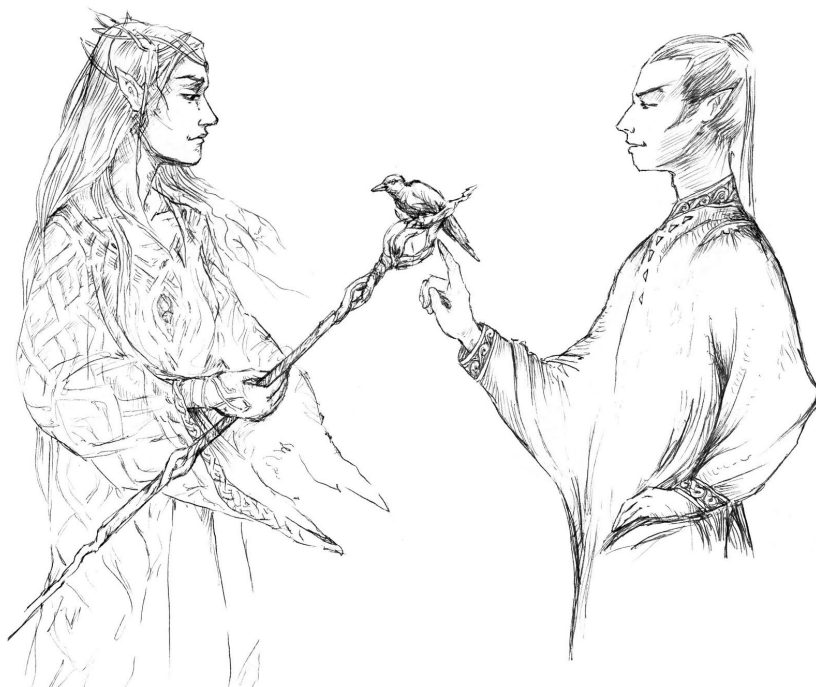
Section 13. Rights of the Stakeholders

1. The Stakeholders participating in the Assembly have the right to:
 - 1) suggest topics to be covered during the learning phase of the Assembly and/or experts to present them;
 - 2) present their position in the form of an oral presentation during the Assembly Members' meeting, which may include proposals for Recommendations and referring to the Experts' speeches;

- 3) provide Assembly Members with a summary of the opinion referred to in point 1 in paper and electronic form;
 - 4) provide the Assembly Members with their comments on the suggested Recommendations by Experts and other Stakeholders in paper and electronic form;
 - 5) provide the Assembly Members with all other materials regarding the subject of the Assembly;
 - 6) submit motion to dismiss a Facilitator;
 - 7) raise objections and comments regarding the course of the Assembly to the Monitoring Team.
2. The time allocated for the Stakeholders' speeches during Assembly Members' meetings is divided equally between each of them. The minimum time for the Stakeholder's speech is 6 minutes, and the maximum is 8 minutes.
 3. If the total time for individual speeches of all Stakeholders exceeds the time allocated to this part of the assembly, the Coordinating Team shall organise a workshop with the intent to discuss the possibilities of merging the Stakeholders' opinions. The decision on merging opinions is made by the Stakeholders concerned, and the time for presenting them is the same as for presenting the individual opinion of one Stakeholder. If the opinions cannot be merged, the decision as to which Stakeholders would present their opinion within the Assembly is made by Assembly Members in the form of preferential voting.
 4. The order of the Stakeholders' speeches is selected by lot on the day of the Assembly Members' meeting, at which the Stakeholders' opinions are to be presented.
 5. The Stakeholders shall submit the materials referred to in item 1 points 2-3 to the Coordinating Team in electronic form no later than 3 days before the day of the meeting at which they are to be delivered to the Assembly Members. During the meeting, the Coordinating Team delivers them to the Assembly Members on paper.
 6. The Stakeholders shall submit the materials referred to in item 1 point 4 to Assembly Members through the Coordinating Team, in paper or electronic form.
 7. Materials submitted by the Stakeholders in electronic form are published by the Coordinating Team on the Assembly's website.
 8. The use of magical spells is forbidden and is subject to verification by the resident wizard.

Section 14. Experts

1. The Coordinating Team draws up a list of identified Experts.
2. The list of Experts who have accepted the invitation to participate in the Assembly is published on the Assembly's website.
3. The assembly Members may decide to appoint additional Experts. The decision on this matter is taken by a simple majority.
4. The tasks of Experts include:
 - 1) giving a presentation during an Assembly Members' meeting;
 - 2) preparing written materials containing a summary of the presentation and Recommendations;
 - 3) preparing other educational materials in writing, intended for the Assembly Members;
 - 4) giving opinions on the Recommendations prepared by the Assembly Members and other Experts.
5. An Expert may resign from giving a presentation to the Assembly Members and limit themselves to providing the materials referred to in item 4 point 2.
6. The time allocated for each Expert's speech is 12 minutes. In special cases, this time may be extended to a maximum of 20 minutes.
7. Experts are entitled to compensation and reimbursement of travel expenses for taking part in the Assembly.



Section 15. Facilitators

1. The recruitment of Facilitators is carried out by the Coordinating Team.
2. The list of Facilitators is published on the Assembly's website.
3. The tasks of Facilitators include:
 - 1) conducting Assembly Members' meetings;
 - 2) moderating discussions conducted as part of meetings
 - 3) cooperation in designing the meetings.
4. The Assembly Members may dismiss a Facilitator. The decision on this matter is taken by a simple majority at the request of an Assembly Member, a Stakeholder or the Monitoring Team. The discussion regarding the dismissal of a Facilitator is moderated by the Coordinating Team.
5. If a Facilitator is dismissed, the Coordinating Team shall appoint a new person in their place.
6. The Facilitators are entitled to remuneration for taking part in the Assembly.

Section 16. Observers

1. Those professionally or academically dealing with the subject of citizens' assemblies and those interested in organising a citizens' assembly in towns other than Rivendell may participate in the meetings of Assembly Members as Observers.
2. Observers cannot be Experts or representatives of the Stakeholders.
3. A request to become an Observer should be sent to the Coordinating Team by email at arwen@rivendell.elv. Requests should be submitted at least one week prior to the relevant meeting and include an overview of one's background plus an explanation of why one wishes to attend.
4. The Monitoring Team may appoint two Observers to take part in the closed part of the Assembly (see: section 17, item 4). Observers are selected by the Monitoring Team at the meeting by way of preferential voting. Candidates may be nominated by any member of the Monitoring Team.
5. If there are doubts as to the Observer selected by the Monitoring Team complying with the prerequisites set out in item 2, any person may appeal against the decision on their selection.
6. Appeals against a decision of the Monitoring Team regarding the selection of an Observer are handled by the Rivendell NGO Council.

7. The appeal shall be submitted through the Coordinating Team, by electronic means.

IV. Course of the assembly

Section 17. Assembly Programme

1. The Assembly programme, which sets out the detailed course of Assembly Members' meetings, is prepared by the Coordinating Team in cooperation with Facilitators.
2. The Assembly's programme includes meetings during which:
 - 1) speeches by Experts and Stakeholders are presented (learning phase);
 - 2) a list of draft Recommendations is created;
 - 3) a deliberation about proposed Recommendations is carried out;
 - 4) a final vote on the Recommendations is held.
3. Before the meeting at which Experts' speeches and the Stakeholders opinions are presented, a working meeting is organised, at which the presenters can familiarize themselves with the meeting's programme and the content of the others' presentations.
4. The meetings referred to in item 2 point 1 are open to the media and are broadcast live on the Internet. Meetings referred to in item 2 points 2 and 3 are not transmitted or recorded, and only the Assembly Members, the Coordinating Team, Facilitators, Observers and persons supporting the Assembly's organisation may participate in them.
5. The Assembly's programme is published on the Assembly's website.
6. If there are doubts regarding the Assembly's programme, any person may ask the Monitoring Team to verify it.
7. The assembly Members may decide to conduct additional meetings within the Assembly. The decision on this matter is taken by a simple majority.

Section 18. Work on Recommendations

1. Proposals for Recommendations may be submitted by anyone, in particular by Assembly Members, excluding persons from the Coordinating Team, Facilitators, and Observers.

2. Proposals for Recommendations shall be submitted by post or in electronic form, using the form on the Assembly's website, except for Experts and Stakeholders who submit their Recommendations in electronic form to the Coordinating Team.
3. Proposals for Recommendations may be submitted no later than the day before the last meeting during the learning phase of the Assembly.
4. The Coordinating Team prepares a list of proposals for Recommendations, submits it on paper to Assembly Members during the Assembly's last educational meeting and publishes all submitted proposals on the Assembly's website.
5. The Coordinating Team may decide to:
 - a) put proposals for Recommendations to a preliminary vote;
 - b) conduct a workshop for Assembly Members, with the aim to select the most important proposals for Recommendations.
6. As part of the workshop referred to in item 5 subpoint b, the Assembly Members can merge proposals for Recommendations or create new ones based on submitted proposals.
7. The list of proposals for Recommendations to be put to the final vote shall be published by the Coordinating Team on the Assembly's website and sent to the Stakeholders and Experts for an opinion. Anyone may submit comments and/or amendments to the proposed Recommendations. All collected insights are handed over to the Assembly Members.
8. Before starting the final vote, the wording of the proposals for Recommendations is refined in terms of language.



Section 19. Final vote

1. Voting on Recommendations is done by filling in a voting ballot by each Assembly Member.
2. Assembly Members cast their vote by selecting one of the options on the voting ballot:
 - 1) I strongly agree;
 - 2) I agree;
 - 3) I agree, although I have some doubts or reservations;
 - 4) I have many doubts;
 - 5) I rather disagree;
 - 6) I disagree;
 - 7) I strongly disagree;

where the options indicated in points 1-3 indicate support for the proposals for Recommendation and the options indicated in points 4-7 lack of support.

3. For each vote in which the option from item 2 points 1-3 of the Recommendations proposal is selected, points are granted as follows:
 - 1) I strongly agree - 3 points;
 - 2) I agree - 2 points;
 - 3) I agree, although I have some doubts or reservations - 1 point.
4. Voting ballots are prepared by the Coordinating Team and reviewed by Assembly Members.
5. If two or more proposed Recommendations have been made that concern the same issue and are mutually exclusive, then they are gathered into one block and voting is carried out in accordance with the principles described in items 1-3.
6. If only one proposed Recommendation receives the support set out in item 13 points 1 and 2, then it is considered selected. If two or more proposals have received such support, the Recommendation selected is the one that received the highest total number of points granted according to item 3. If the total is equal to two or more proposals, they shall be discussed and voted on again.
7. If the proposal for Recommendation has not received the support of at least 80 percent of Assembly Members, and 2/3 Assembly Members agree, it is possible to re-discuss it, amend the proposal and vote again. Voting on one proposal for Recommendation can take place a maximum of 3 times.

8. With the consent of the majority of Assembly Members, the Coordinating Team can merge proposals for Recommendations into blocks.
9. The Coordinating Team may decide to carry out a preliminary vote on all proposals for Recommendations.
10. Voting on the selection of Recommendations is secret.
11. The counting of votes takes place in the room the voting took place in.
12. The list of suggested Recommendations along with the final percentage result of support by Assembly Members is published on the Assembly's website immediately after the official presentation of Recommendations.
13. In line with the declaration of the Elrond, those recommendations:
 - 1) that have been supported by at least 80 percent of Assembly Members and
 - 2) for which the arithmetic mean of the points granted in accordance with item 3 is at least 2,shall be indicated for implementation.
14. For Recommendations which gain support at a level of at least 65 percent and less than 80 percent of Assembly Members, as well as Recommendations which gain support of at least 80 percent of Assembly Members but do not meet the condition referred to in item 13 point 2, Elrond within 3 months from the date of having the list of Recommendations submitted to him shall present his opinion in which he will decide whether they are to be indicated for implementation or not.
15. Wizards are requested not to light fireworks as a part of celebration in order to not frighten the wildlife.

V. Final provisions

Section 20. Implementation

These Rules and Procedures take effect on the day of publication on the Assembly's website.

Section 21. Changes to the Rules and Procedures

1. The Rules and Procedures may be amended by unanimous decision of the Core Team at any time. However, any changes must take into account the protection of the confidence of Assembly participants and compliance with the standards referred to in section 2 hereof.

2. Verification of the decision to amend the Rules and Procedures is covered by section 9 items 1-4 and 6-9 hereof.

