

AGM Decorum Rules

**These rules are for discussion of motions and information items
at the SAFA AGM**

1. When an information item is presented all members will allow the presenter to finish before asking questions.
 - a) Once the floor is open for questions it is asked that any member having a question, rise, state their name and school/department for purposes of minute recording.
 - b) Once the question is posed all members are to refrain from further questions until the posed question is answered.
 - c) Upon answering the posed question the floor will be consulted again for further questions following the same procedure in an effort to get all questions addressed.