

ABBREVIATIONS and DEFINITIONS

for the

2018 SERVAS INTERNATIONAL GENERAL ASSEMBLY

Abbreviations used at SI GA 2018

AWG	Agenda Working Group – the group who organizes the Subject Working Group (SWG) process
CHF	Swiss Francs currency (this is the currency used for banking by SI)
CRC	Conflict Resolution Committee
DC	Development Committee
DOLPHIN	A computer system for Servas, developed under the direction of the ICT. Key Dolphin is where the Host List Storage Area is located
DV	Distant Vote
DVA	Distant Vote Administrator
EXCO or SI Exco	Executive Committee of Servas International
GA	General Assembly
HLC	Host List Coordinator
IAC	Internal Audit Committee
ICT	Information & Communication Team
KRW	Korean currency
LOI	Letter of Introduction
NGO	Non-governmental organization
NS	National Secretary
OT	SICOGA 2018 Organizing Team
re	Regarding
ServasOnline	Servas on-line membership system, which runs on the servas.org website.
SI or S.I.	Servas International
SWG	Subject Working Group
UN	United Nations
VP	Vice President
In addition to the above listed abbreviations, the following three letter prefixes have been used in the agenda item numbers to identify the originators of the agenda items.	
AUS	Austria
BRI	Britain
CAN	Canada
EXC	Executive Committee of Servas International
FRA	France
GER	Germany
GRE	Greece
ITA	Italy
POL	Poland
RWA	Rwanda
SPA	Spain
USA	United States of America

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Abstention – If a delegate does not vote for or against a motion, then they are abstaining. Abstentions do not affect whether a motion is passed or not. For example, if there are 40 delegates, 18 vote for the motion, 16 vote against it and 6 abstain, then the motion passes.

Amendment – a suggestion to change the motion being discussed. The amendment must be discussed and voted on before the original (or amended) motion can be finalized and voted on.

Agenda Items - the submissions from National Secretaries and EXCO for the GA Agenda, received by the SI President six months before the start of the SI GA.

Delegate – a person who is attending the conference representing his/her member group (country), and who has a vote in the GA.

Formal Voting Session – the General Assembly main decision-making sessions, which all delegates must attend, where and motions are voted on.

Member Group – a national group which has the right to a vote at the GA (through their delegate)

Motion – something that can be voted on at the GA formal session. A motion provides the text of the decision that is recorded in the minutes. A motion will also include the person responsible for the next steps to carry it out (if applicable) and the budget and other resources required to complete it.

National Group – a group of individuals within a country who represent Servas in that country. They may or may not have voting rights at the GA.

Non-delegate – a person attending the conference who does not have voting rights.

Participant/Attendee – a person who is attending and participating in the conference activities. Attendees are either delegates or non-delegates. Note that some non-delegates (e.g. SI Exco and other SI officers) have speaking rights at the GA, but not voting rights.

Proxy – A delegate who has been appointed by a Member Group that has no delegate at the conference, to vote in SI elections for that absent Member Group.

SI Statute Amendment – To amend the SI Statutes a motion must be passed by an affirmative vote of at least two thirds of the eligible voters present.

Subject Working Groups (SWG) – Subject Working Groups work together on the motions presented by different countries for the General Assembly, before the start of the conference, during the conference, and afterwards.

Subject Working Group (SWG) Sessions – the sessions that will occur before the formal GA sessions to discuss the topics and create motions which will then be voted on in the formal GA sessions. All attendees shall have speaking rights in the sessions. There will be no formal voting in the sessions, although the group may use voting to decide between options.

Workshops – will be held to prepare attendees for the SI General Assembly as well as for other discussions and gatherings around certain subjects or activities. There will be no voting in the workshops.