

The procedure in the Discussion Forum is as follows

1. The draft federal constitution is divided into eleven parts: the Preamble and the ten Articles. Three weeks are available for the possible amendments of each part. The first two weeks to submit amendments via citizensconvention@faef.eu, or to first discuss them in the Discussion Forum and then submit them. The third week of each section is for the FAEF Board to place the amendments on the website on the page 'Follow the Process of Improving the Constitution'.
2. The members of the 55+ group decide which amendments will be submitted to the FAEF Board at the end of the two weeks via citizensconvention@faef.eu. The management of the discussion in the Forum is thus in the hands of the members themselves. Amendments must be accompanied by an explanatory memorandum.
3. If discussion of an amendment does not lead to a decision on that amendment in the Discussion Forum, the members of the 55+ Group shall decide by majority vote. In the event of an equality of votes, the FAEF Board will decide.
4. Non-members of the 55+ group can follow the progress of the discussion and submission of amendments. But they will not be able to intervene in the discussion between members of the 55+ Group. However, anyone who would like to contribute to the discussion can do so via citizensconvention@faef.eu. Via this route they can also comment on amendments that are being discussed in the Forum by the 55+ group. The Board assesses such comments and forwards them to members of the 55+ group if they are valuable. In this way, it is an open process, but there is a guarantee for the 55+ Group that they will not be disturbed with annoying comments.
5. In the third week of each of the eleven parts, the Board concludes that part with publication on the website of the amendment or amendments and their respective explanatory memorandum.
6. The Board shall carefully examine whether the amendments are in line with the objectives of the Convention and/or with the general draft of the federal Constitution. If the result of this examination is negative, the amendment will be placed on the Discussion Forum but with a justification as to why the Board of the FAEF does not consider that amendment to be appropriate. It will then - as happened in the Philadelphia Convention - be put to a vote by the participants.
7. After May 2022, there will be a twelfth part: submitting the draft of our federal constitution, improved by the 55+ Group, to the people of Europe for

ratification. The necessary procedure will be developed during the Citizens' Convention. For the record, this is how the world's first federal constitution was established between 1787 and 1789.

8. This procedure does justice to:
 - (a) The open and bottom-up nature of the Convention.
 - (b) The need to allow those with constitutional federal knowledge and passion (the 55+ Group) to take the lead in producing amendments.
 - (c) To an orderly and democratic voting process if the FAEF Board advises against certain amendments.