

**Points to note on the Procedures of the
Subcommittee on Application of Certain Provisions of the
Prevention of Bribery Ordinance to the Chief Executive**

Formation

1. A Panel may decide at its first meeting in each session whether members may re-signify membership of the subcommittees formed under the Panel in the previous session. It is for individual subcommittees to decide whether re-election of the Chairman of the subcommittee is necessary.

Voting

2. Decision of the Subcommittee shall be decided by a majority of the members voting. Abstentions are not counted for the purpose of determining the result of the vote, but the number of members who abstained from voting may be recorded.
3. Voting is done by a show of hands. If a member wishes to claim a division of the votes, the member must so request before the Chairman or the presiding Member declares the result of the voting. Unless a division is called, it is normal practice to record only the number of members who have voted for, voted against and abstained from voting.
4. Unless otherwise decided by the House Committee, the Chairman of the Subcommittee shall have his original vote which, if exercised, should be cast at the same time as other members cast their votes. The Chairman shall have no casting vote. If there is a tie vote, the question put to shall be regarded as not agreed to.

Terms of reference

5. The terms of reference of a subcommittee of a Panel may be proposed by the subcommittee. They should be within the scope and purpose decided by the Panel and should be submitted by the subcommittee to the Panel for endorsement.