25-29 Ebrill 2016 | Coleg Caerdydd a’r Fro, Caerdydd  
25-29 April 2016 | Cardiff & Vale College, Cardiff

Pro forma ar gyfer cynigion a gwelliannau  
Pro forma for motions and amendments

Pro forma ar gyfer cynigion a gwelliannau

Dylech ddefnyddio’r ffurflen hon ar gyfer pob cynnig a gwelliant.

Add text in here. Body copy is set in 9/13pt Verdana regular.

**PENNAWD POLISI \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**CYFLWYNWYD GAN \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Conference \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ NIFER O EIRIAU \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Gwnwech yn sicr eich bod wedi cydymffurfio â phob un o’r rheolau isod:

* Dylai pob cynnig fod â chopi o’r ffurflen hon ynghlwm iddo.
* Rhaid i bob ffurflen gael ei harwyddo gan Lywydd eich Hundeb. Mae llofnodion electronig yn dderbyniol, cyn belled â bod y cynnig a’r pro fforma wedi cael eu hanfon o gyfrif e-bost y Llywydd.
* Gwnewch yn sicr fod y testun yn perthyn i’r pennawd polisi.
* Gallwch gyflwyno hyd at chwe chynnig (uchafswm geiriau 400 yr un).
  + Gallwch gyflwyno hyd at dri gwelliant (uchafswm geiriau 300 yr un)
* Rhaid i chi gyflwyno eich cynigion a’ch gwelliannau erbyn y dyddiadau cau.
* Rhaid i chi gyflwyno eich cynigion dan y penawdau canlynol: ‘Cred y Gynhadledd’; Cred y Gynhadledd ymhellach’ a ‘Penderfyna’r Gynhadledd’.
* Peidiwch â chyflwyno unrhyw beth dan y pennawd ‘Noda’r Gynhadledd’.
* Peidiwch â defnyddio mwy o eiriau na’r hyn a ganiateir.
* Ni allwch ond cyflwyno cynigion sydd wedi cael eu pasio gan eich Corff Llywodraethu neu mewn modd a gymeradwyir gan eich cyfansoddiad.

**Cwblhewch y canlynol os gwelwch yn dda:**

Dyma’r 2il, 3ydd, 4ydd, 5ed, 6ed cynnig / gwelliant 🕆 1af, a gyflwynwyd gan y coleg hwn \*

\* Rhowch gylch fel sy’n briodol 🕆 Dilër fel sy’n briodol

Pasiwyd y cynnig / gwelliant hwn yn \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (dyddiad a’r math o gyfarfod)

Mae hwn yn ddull a gymeradwyir gan gyfansoddiad yr Undeb hwn.

Arwyddwyd \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Swydd \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Pro forma for motions and amendments

Please submit all motions and amendments using this form.

**POLICY HEADING \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**SUBMITTED BY \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Conference \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ NUMBER OF WORDS \_\_\_\_\_\_\_\_\_\_**

Make sure you have complied with all of the regulations listed below:

* Each motion or amendment must be accompanied by a copy of this pro forma
* Each form must be signed by the President of your Union. Electronic signatures will be accepted if the motion and pro forma have been sent from the President’s email account.
* Make sure that the text relates to the policy heading.
* You may submit up to six motions (maximum 400 words each)
* You may submit up to three amendments (maximum 300 words each)
* You must submit your motions and amendments by the deadlines.
* You must submit your motions with the following headings: ‘Conference Believes’; ‘Conference Further believes’ and ‘Conference Resolves’.
* Do not submit anything under the heading ‘Conference Notes’.
* Do not exceed the word limit.
* You may only submit motions which have been passed by your Governing Body or in a manner approved of in your constitution.

**Please complete the following:**

This is the 1st, 2nd, 3rd, 4th, 5th, 6th motion/amendment† submitted by this college \*

\* Circle as appropriate † Delete as appropriate

This motion/amendment was passed at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (date and type of meeting)

This is a method approved by the constitution of this Union.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

