

Duisburg-Essen

Model United Nations

Rules of Procedure



Fourth Edition

Based upon the Harvard WorldMUN Rules of Procedure

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I. GENERAL RULES

RULE 1: SCOPE

These rules are self-sufficient, except for modifications provided by the Secretariat, and will be considered adopted in advance of session. If a situation arises which has not been addressed by the Rules of Procedure, the Committee Director will be the final authority on which rule to apply. The rules can be adapted by the Director to reflect the rules of the actual body that is being simulated and these adapted rules will take precedence unless explicitly specified by the Committee Director.

RULE 2: LANGUAGE

English will be the official and working language of the committee.

RULE 3: REPRESENTATION

Each Member State will be represented by one or two delegates and will have one vote on each committee. If a Member State is represented by two delegates in a committee, only one delegate will have the right to speak and vote during a particular session. One delegate cannot yield or share his or her time to the other member of the same delegation.

RULE 4: CREDENTIALS

The credentials of all delegations have been accepted upon registration. Actions relating to the modification of rights, privileges, or credentials of any member may not be initiated without the explicit consent of the Secretary-General. Any representative to whose admission a member objects will provisionally be seated with the same rights as other representatives, pending a decision from the Secretary-General.

RULE 5: PARTICIPATION OF NON-MEMBERS

Representatives of Accredited Observers will have the same rights as those of full members, except that they may not sign or vote on draft resolutions or amendments. A representative of a state organization which is not a member of the United Nations or an Accredited Observer may address a committee only with the prior approval of the Director.

RULE 6: STATEMENTS BY THE SECRETARIAT

The Secretary-General or a member of the Secretariat designated by him/her may at any time make either written or oral statements to the committee.

RULE 7: GENERAL POWERS OF THE COMMITTEE STAFF

The Committee Dais staff consists of the Committee Director and two or three Assistant Directors. Each Committee session will be announced open and closed by the Committee Director who may also propose the adoption of any procedural motion to which there is no significant objection. The Director, subject to these rules, will have complete control of the proceedings at any meeting.

The Director will direct the flow of debate, grant the right to speak, ask questions, announce decisions, rule on points of order, and ensure and enforce the adherence to these rules.

If necessary and given no objections, the Committee Director may choose to suspend the rules in order to clarify a certain substantive or procedural issue. The Director can choose to temporarily transfer his or her duties to another member of the Committee Dais staff. Committee Dais staff members may also advise delegations on the possible course of debate. In the exercise of these functions, the Committee Dais staff will be at all times subject to these rules and responsible to the Secretary-General.

RULE 8: QUORUM

Quorum denotes the minimum number of delegates who need to be present in order to open debate. Quorum is met and the Director declares a Committee open to proceed debate when at least one-quarter of the members of the Committee (as declared at the beginning of the first session) are present. A quorum will be assumed to be present unless specifically challenged and shown to be absent. A roll call is never required to determine the presence of a quorum. In order to vote on any substantive motion, the Committee must establish the presence of a simple majority of members.

RULE 9: APPEAL

An appeal can only be made to procedural matters and not substantive ones. A delegate may appeal any procedural decision of the Director unless it is one that cannot be appealed as stated by the Rules of Procedure. The delegate can only appeal a ruling immediately after it has been pronounced. The delegate will be given thirty seconds in order to explain the reasoning behind the appeal.

The Director may speak briefly in defense of the ruling. The appeal shall then be put to a vote, and the decision of the Chair shall stand unless overruled by two-thirds of those members present and voting. The Director's decision not to sign a draft resolution or amendment is never appealable. A "Yes" vote indicates support of the Chair's ruling; a "No" vote indicates opposition to that ruling. The Chair's ruling shall stand unless overruled by two-thirds of the Committee voting "No."

RULE 10: COURTESY

Every delegate will be courteous and respectful to the Committee staff and to other delegates. The Director will immediately call to order any delegate who does not abide by this rule. Any delegate who feels that he or she is not being treated respectfully is encouraged to report the incident to the Director of the committee who will then follow the appropriate protocol. In accordance with the procedure described in Rule 4 the Director may at his/her discretion temporarily suspend the rights of unruly and disrespectful delegates.

RULE 11: DRESS CODE

All delegates will be suitably dressed in western business attire. Male delegates shall wear long trousers, a matching jacket, dress shirt and tie or tuxedo. Female delegates shall wear a trouser-suit or coat and skirt. Skirts must be knee length and shirts must have an appropriate neckline. Casual clothing such as jeans, sneakers or running shoes are not permitted. National symbols such as flags are considered inappropriate. Delegates not adhering to this dress code will be excluded from participation by members of the Secretariat. The Director may issue exceptions at his/her discretion.

II. RULES REGARDING DEBATE

RULE 12: AGENDA

The Agenda decides the order in which the topics will be discussed in committee. Therefore the first matter the Committee decides on will be setting the agenda.

- » A motion should be made to put a Topic Area first on the agenda (We motion to set topic A / B first on the agenda). This motion requires a second.
- » The only Topic Areas that may be proposed for the agenda are those listed in the preparation materials. The Director may modify these Topic Areas at his/her discretion.
- » A Speakers List will be established 'for' and 'against' the motion; speakers 'for' will speak in support of the topic area suggested to be placed first on the agenda, the speakers 'against' will speak in favor of the other topic area.

- » A motion to close debate will be in order after the Committee has heard two speakers for the motion and two against, or all the speakers on one side and at least two on the opposite side. In accordance with the normal procedure described in Rule 17, the Director will recognize two speakers against the motion to close debate, and a vote of two-thirds is required for closure of debate on the agenda. If the 'For' and 'Against' Speaker's List for setting the agenda is exhausted, debate will be automatically closed.
- » When debate is closed, the Committee will move to an immediate vote on the motion. A simple majority is required for passage. If the motion fails, the other topic area will automatically be placed first on the agenda.
- » In the event of an international crisis or emergency, the Secretary-General or his/ her representative may call upon a committee to table debate on the current topic area so that the more urgent matter may be attended to immediately. After a draft resolution has been passed on the crisis topic, the committee will return to debate on the tabled topic. If a draft resolution on the crisis topic fails, the committee may return to debate on the tabled topic area only at the discretion of the Secretary- General or his/her representative.
- » All motions for caucus shall be ruled dilatory during the Consideration of the Agenda. Also, delegates will not be allowed to yield their time (Rule 24).

RULE 13: DEBATE

After the agenda has been determined, one continuously open Speakers List will be established for the purpose of general debate. This Speakers List will be followed for all debate on the Topic Area, except when superseded by procedural motions, amendments, or the introduction of a draft resolution. Speakers may speak generally on the Topic Area being considered and may address any draft resolution currently on the floor.

RULE 14: NOTES

Delegates may pass written notes to communicate about topics related to the agenda. Depending on the size of the Committee, the Director may call for volunteers to distribute them. The content of all written notes is subject to the same rules as oral statements.

RULE 15: MODERATED CAUCUS

The purpose of a moderated caucus is to facilitate substantive debate at critical junctures in the discussion. In a moderated caucus, the Director will temporarily depart from the Speakers' List and call on delegates to speak at his/her discretion. A motion for a moderated caucus is in order at any time when the floor is open, prior to closure of debate.

The delegate making the motion must briefly explain its purpose and specify a time limit for the caucus, not to exceed twenty-five minutes, and a time limit for the individual speeches.

Once raised, the motion will be voted on immediately, with a simple majority of members required for passage. In the case of multiple moderated caucuses, the Director will rank the motions in descending order of length and the Committee members will vote accordingly.

The Director may rule such a motion out of order and his/her decision is not subject to appeal.

No motions are in order between speeches during a moderated caucus. A delegate can and will be ruled out of order if the delegate's speech does not address the topic of the moderated caucus. If no delegate wishes to speak during a moderated caucus, the caucus shall immediately end.

A moderated caucus may be extended only twice but only after the caucus has ended. A single moderated caucus may never last longer than fifty minutes.

RULE 16: UNMODERATED CAUCUS

A motion for an unmoderated caucus is in order at any time when the floor is open, prior to closure of debate. The delegate making the motion must briefly explain its purpose and specify a time limit for the caucus, not to exceed twenty minutes. The motion will immediately be put to a vote.

A majority of members present is required for passage. A motion for extension of the unmoderated caucus, submitted in writing and signed by a simple majority of members present, is in order before the time has elapsed. An unmoderated caucus on the same purpose shall not exceed thirty minutes. The Director may rule the motion or the extension out of order, not subject to appeal.

RULE 17: CLOSURE OF DEBATE

When the floor is open, a delegate may motion to close debate on the substantive or procedural matter under discussion. Closure of Debate may be moved on setting the agenda, debate on an amendment, or the general topic. The Director may, subject to appeal, rule such a motion dilatory.

When there is a motion for Closure of Debate, the Director may recognize up to two speakers against the motion. No speaker in favor of the motion will be recognized. Closure of Debate requires the support of two thirds of the members present and voting. If there are no speakers against, the Director will ask the delegates if there are any objections to voting by acclamation. If the Committee is in favor of closure, the Director will declare the closure of the debate, and immediately move to voting procedure. If debate is closed on the general topic, the committee moves to vote on all draft resolutions that are on the floor.

RULE 18: SUSPENSION OR ADJOURNMENT OF THE MEETING

The suspension of the meeting means the postponement of all Committee functions until the next meeting. The adjournment of the meeting means the postponement of all Committee functions for the duration of the Conference. Whenever the floor is open, a delegate may move for the suspension of the meeting or adjournment of the meeting.

The Director may rule such motions out of order; these decisions shall not be subject to appeal. When in order, such motions will not be debatable but will be immediately voted upon, barring any motions taking precedence, and will require a simple majority to pass. A motion to adjourn will be out of order prior to the lapse of three-quarters of the time allotted for the last meeting of the Committee. In the case of a real emergency as declared by the Secretary General, members of the Secretariat or the Committee Staff, debate will automatically be suspended without any exceptions.

RULE 19: POSTPONEMENT AND RESUMPTION OF DEBATE

Whenever the floor is open, a delegate may motion for the postponement of debate on a draft resolution, amendment, or topic currently on the floor. The motion, otherwise known as "tabling," will require a two-thirds vote to pass and will be debatable to the extent of one speaker in favor and one opposed.

No debate or action will be allowed on any draft resolution, amendment, or topic on which debate has been postponed. A motion to resume debate on an amendment, draft resolution, or topic on which debate has been postponed will require a majority to pass and will be debatable to the extent of one speaker in favor and one opposed. Resumption of debate will cancel the effects of postponement of debate. The Director, not subject to appeal, has discretion over postponement of debate.

RULE 20: RECONSIDERATION

A motion to reconsider is in order when a draft resolution or amendment has been adopted or rejected, and must be made by a member who voted with the majority on the substantive proposal. The Director will recognize two speakers opposing the motion after whom the motion will be immediately put to a vote. A two-thirds majority of the members present is required for reconsideration. If the motion passes the committee will immediately vote again on the draft resolution or amendment being reconsidered.

III. RULES REGARDING SPEECHES

RULE 21: SPEAKERS LIST

The Committee will have an open Speakers List for the Topic Area being discussed. The Director will either set a speaker's time or entertain motions to set a speaking time. Separate Speakers Lists will be established as needed for procedural motions and debate on amendments.

A country may add its name to the Speakers List by submitting a request in writing to the Director, provided that country is not already on the Speakers List, and may remove its name from the Speakers List by submitting a request in writing to the Director.

At any time the Director may call for members that wish to be added to the Speakers List. The names of the next several countries to speak may be posted for the convenience of the Committee. The new Speakers List for the second topic area will not be open until the Committee has proceeded to that topic. A motion to close any Speakers List is never in order.

RULE 22: SPEECHES

No delegate may address a session without having previously obtained the permission of the Director. The Director may call a speaker to order if his/her remarks are not relevant to the subject under discussion, or are offensive to committee members or staff.

RULE 23: TIME-LIMIT ON SPEECHES

The time allotted to each speaker during formal debate is limited. The minimum time-limit will be fifteen seconds. At the beginning of a session, the time limit will be set to thirty seconds. When a delegate exceeds his/her allotted time, the Director may call the speaker to order without delay. The Director shall indicate that the time is about to elapse, so the delegate can conclude his/her speech.

Whenever the floor is open, delegates may motion to change speakers time. A majority of members present is required for passage. The Director may rule such a motion out of order, not subject to appeal.

RULE 24: YIELDS

A delegate granted the right to speak on a substantive issue may yield in one of the following two ways at the conclusion of his/her speech: to another delegate, or to questions.

» YIELD TO ANOTHER DELEGATE. His/her remaining time will be offered to that delegate. If the delegate accepts the yield, the Director shall recognize the delegate for the remaining time, and he/she may not yield again in any form.

» YIELD TO QUESTIONS. Questioners will be selected by the Director and limited to one question each. Follow-up questions will be allowed only at the discretion of the Director. The Director will have the right to call to order any delegate whose question is, in the opinion of the Director, not designed to elicit information. Only the speaker's answers to questions will be deducted from the speaker's remaining time.

Only one yield is allowed per speech (i.e. no yields on yielded time). There are no yields allowed if the delegate is speaking on a procedural matter or his/her time has expired. A Delegate must declare any yield by the conclusion of his/her speech.

RULE 25: RIGHT OF REPLY

A delegate whose personal or national integrity has been impugned by another delegate may submit a Right of Reply only in writing to the Committee staff. The Director will grant the Right of Reply at his/her discretion; this decision is not appealable. A delegate granted a Right of Reply will not address the Committee except at the request of the Director. A Right of Reply to a Right of Reply is out of order.

IV. RULES REGARDING POINTS

RULE 26: POINTS OF PERSONAL PRIVILEGE

Whenever a delegate experiences personal discomfort which impairs his/her ability to participate in the proceedings, he or she may rise to a Point of Personal Privilege to request that the discomfort be corrected. While a Point of Personal Privilege in extreme cases may interrupt a speaker, delegates should use this power with the utmost discretion.

RULE 27: POINTS OF ORDER

During the discussion of any matter, a delegate may rise to a Point of Order to indicate an instance of improper parliamentary procedure. The Point of Order will be immediately decided by the Director in accordance with these Rules of Procedure. The Director may rule out of order those points that are improper. A representative rising to a Point of Order may not speak on the substance of the matter under discussion. A Point of Order may never interrupt a speaker.

RULE 28: POINTS OF PARLIAMENTARY INQUIRY

When the floor is open, a delegate may rise to a Point of Parliamentary Inquiry to ask the Director a question regarding the Rules of Procedure. A Point of Parliamentary Inquiry may never interrupt a speaker. Delegates with substantive questions should not rise to this point, but should rather approach the committee staff during caucus or by sending a note at any time.

V. RULES REGARDING WRITTEN DOCUMENTS

RULE 29: WORKING PAPERS

Delegates may propose working papers for committee consideration. Working papers are intended to aid the Committee in its discussion and formulation of draft resolutions and need not be written in resolution format or cover all the points of the discussion. Working papers are not official documents, but do require the signature of the Director to be copied and distributed. Once distributed, delegates may begin to refer to that working paper by its designated number. Otherwise debate on the topic carries on normally.

RULE 30: DRAFT RESOLUTIONS

A draft resolution may be introduced when the floor is open and after it receives the approval of the Director. To receive the Director's approval the draft resolution should be signed by one-fifth of the number of delegations that are present and voting at the beginning of the committee session and meet all of the formal and substantial standards.

Signing a draft resolution does not necessarily indicate support, it only indicates a desire for the draft resolution to be discussed in committee, and the signatory has no further obligations. There are no official sponsors of draft resolutions. A draft resolution requires a simple majority of members voting to pass. Only one draft resolution will be passed per topic area. After a draft resolution is passed, voting procedure will end and the committee will move directly into the next topic area.

RULE 31: INTRODUCING DRAFT RESOLUTIONS

Once a draft resolution has been approved as stipulated above and has been copied and distributed, a delegate may rise to introduce the draft resolution. The Director, time permitting, shall read the operative clauses of the draft resolution. The Director, at his/her discretion, may answer any clarifying points on the draft resolution. Any substantive points will be ruled out of order during this period, and

the Director may end this 'clarification question and answer period', for any reason, including time constraints. More than one draft resolution may be on the floor at any one time, but at most one draft resolution may be passed per Topic Area. A draft resolution will remain on the floor until debate on that specific draft resolution or in the topic is postponed or closed or a draft resolution on that Topic Area has been passed. Debate on draft resolutions proceeds according to general Speakers List on that topic area and delegates may refer to the draft resolution by its designated number. No delegate may refer to a draft resolution until it is formally introduced.

RULE 32: COMPETENCE

A motion to question the competence of the Committee to discuss a draft resolution or amendment is in order only immediately after the draft resolution has been introduced. The motion requires a majority to pass and is debatable to the extent of one speaker for and one against.

RULE 33: AMENDMENTS

Delegates may amend any draft resolution which has been introduced. Only one amendment may be introduced at any given time. An amendment must have the approval of the Director and the signatures of one fifth of the number of delegations present at the beginning of the committee session in order to be introduced. Amendments to amendments are out of order; however, an amended part of a draft resolution may be further amended. There are no official sponsors of amendments or friendly amendments. Perambulatory phrases may not be amended. The final vote on the amendment is procedural; however NGOs and Observer Nations will not be able to vote on amendments.

- » A motion to introduce an approved amendment is in order when the floor is open and after it has been approved by the Director, copied and distributed. The Director, time permitting, shall read the amendment. A procedural vote is then taken to determine whether the amendment shall be introduced. If the motion receives the simple majority required to pass, general debate will be suspended and a speakers list 'for' and 'against' the amendment will be established.
- » A motion to close debate will be in order after the Committee has heard two speakers for the amendment and two against or all the speakers on one side and at least two on the other side.
- » Following the normal procedure of Rule 17, the Director will recognize two speakers against the motion to close debate, and a vote of two-thirds is required for closure.
- » When debate is closed on the amendment, the Committee will move to an immediate vote. Amendments need a simple majority to pass. If the amendment passes, it is then part of the draft resolution.

After the vote, debate will resume according to the general Speakers List.

VI. RULES REGARDING VOTING

RULE 34: VOTING CATEGORIES

PROCEDURAL VOTING. All voting is considered procedural with the exception of voting on draft resolutions. Delegates must vote on all procedural motions and no abstentions are allowed for procedural voting. A motion that requires a simple majority to pass needs more than half of the committee members to vote affirmatively. Therefore a tie fails. A motion that requires two-thirds to pass requires at least two-thirds of the committee members to vote affirmatively. If there is not the required number of speakers for or against a motion, it will automatically fail or pass accordingly.

SUBSTANTIVE VOTING. The only substantive voting will be voting on draft resolutions. After debate has been closed on the general topic area, the committee will move into substantive voting procedures and

the chambers are then sealed. At this point only the points and following motions will be recognized: Division of the Question, Reordering Draft Resolutions, and Motion for Roll Call Vote. If there are no such motions, the committee will vote on all draft resolutions. Each country may vote with 'Yes', 'No' or 'Abstain'. Members who abstain from voting are considered as not voting. All matters will be voted upon using placards, except if a motion for roll call voting is accepted. A simple majority requires 'Yes' voted from more than half of the members voting. Once any draft resolution passes, this will be the only resolution of the topic and voting procedure is closed. Debate will continue on the next topic area. Please note that in the Security Council, the five permanent members have the power to veto any substantive vote.

RULE 35: REORDERING DRAFT RESOLUTIONS

A Motion to Reorder Draft Resolutions will only be in order immediately after entering voting procedure, and before voting has started on any draft resolution. If the motion receives the simple majority required to pass the Director will take all motions to reorder draft resolutions and then vote on them in the order they were received. Voting will continue until either a motion passes, or all of the motions fail, in which case the committee will move into voting procedure, voting on the draft resolutions in their original order. Only one motion to reorder draft resolutions is in order in each round of voting procedure.

RULE 36: DIVISION OF THE QUESTION

After debate on the topic has been closed, a delegate may move that operative parts of the draft resolution be voted on separately. Perambulatory clauses and suboperative clauses may not be removed by division of the question.

- » The motion can be debated to the extent of at most two speakers against and at most two speakers for the motion, followed by immediate vote on the motion. If the motion receives the required simple majority to pass, the Director will take motions on how to divide the question and arrange them from most severe to least.
- » The committee will then vote on the motions in the order set by the Director. If no division passes, the resolution remains intact.
- » Once a division of the question passes with the required simple majority, the resolution will be divided accordingly. A separate procedural vote will be taken on each divided part to determine whether or not it is included in the final draft.
- » Parts of the resolution or amendment that are subsequently passed will be recombined into a final document and will be put to substantive vote as a whole, requiring a simple majority to pass. If all parts of the substantive proposal are rejected, the draft resolution is considered to be rejected as a whole.

RULE 37: ROLL CALL VOTING

After debate is closed on the topic, and before voting procedure begins a specific draft resolution any delegate may request a roll call vote on the draft resolution. Such a motion may be made from the floor, seconded by one fifth of the committee members. A motion for a roll call vote is in order only for substantive motions.

- » In a roll call vote, the Director will call countries in alphabetical order starting with a randomly selected member.
- » In the first sequence, delegates may vote "Yes," "No," "Abstain," or "Pass." A delegate may request the right to explain his/her vote only when the delegate is voting against the policy of his/her country; such a vote is termed "with rights", in which case the delegate shall say: 'Yes with rights' or 'No with rights'. The delegate may only explain an affirmative or negative vote, not an abstention from voting.

- » A delegate who passes during the first sequence of the roll call must vote (i.e. may not abstain or pass) during the second sequence. The same delegate may not request the right to explain his/her vote.
- » All delegates who had requested the right of explanation will be granted time to explain their votes. The speaking time will be set at the discretion of the Director; not to exceed forty-five seconds.
- » The Director will then announce the outcome of the vote.

RULE 38: ADOPTION BY ACCLAMATION

Before beginning the vote on a particular motion, draft resolution or amendment, the Committee Director has the right to ask his or her members if there are any objections to adoption by acclamation. If the committee members have no objections, then the motion will automatically be adopted without the committee going into voting procedure. A single objection to voting by acclamation will mean that the committee will go into normal voting procedure.

VII.PRECEDENCE

RULE 39: PRECEDENCE

Points and Motions will be considered in the following order of preference.

1. Appeal of the Chair
2. Points of Personal Privilege
3. Points of Order
4. Points of Parliamentary Inquiry
5. Adjournment of the Meeting
6. Suspension of the Meeting
7. Moderated Caucus
8. Unmoderated Caucus
9. Introduction of a Draft Resolution
10. Introduction of an Amendment
11. Postponement of Debate
12. Resumption of Debate
13. Reconsideration
14. Competence
15. Closure of Debate
16. Set Speakers Time
17. Adoption of the Agenda

At the beginning of voting procedure, the following points and motions are in order according to the following order of precedence:

1. Point of Personal Privilege
2. Point of Order
3. Point of Parliamentary Inquiry
4. Reordering Draft Resolutions
5. Division of the Question
6. Motion to Roll Call Vote

APPENDIX A: FORMAT OF RESOLUTIONS

HEADING

The title should be on the left margin, in capital letters, above the main body of the resolution. The title can be as simple as "DRAFT RESOLUTION." Two lines below the title the committee and topic name should be written. NOTE: There are no sponsors of a resolution. The names of "authors" should not be included. The signatures are only there to show that the committee wants to discuss the draft resolution, and after the Director's approval the signatures should be erased.

BODY

The resolution is written in the format of a long sentence, with the following rules:

- » The resolution begins with The General Assembly for all GA committees and with the Economic and Social Council for all ECOSOC committees. The Specialized Agencies use their own names as the introductory line.
- » The next section, consisting of Preambulatory Clauses, describes the problem being addressed, recalls past actions taken, explains the purpose of the resolution, and offers support for the operative clauses that follow. Each clause in the preamble begins with the first word in italic and ends with a comma.
- » Operative Clauses are numbered and state the action to be taken by the body. These clauses all begin with present tense active verbs, which are generally stronger words than those used in the Preamble. Each operative clause is followed by a semicolon except the last, which ends with a period.

SAMPLE PREAMBULATORY CLAUSES

- | | | |
|---------------------|-------------------------------|-----------------------------|
| » Affirming | » Expecting | » Keeping in mind |
| » Alarmed by | » Expressing its appreciation | » Noting further |
| » Approving | » Expressing its satisfaction | » Noting with approval |
| » Aware of | » Fulfilling | » Noting with deep concern |
| » Bearing in mind | » Fully alarmed | » Noting with regret |
| » Believing | » Fully aware | » Noting with satisfaction |
| » Cognizant of | » Fully believing | » Observing |
| » Confident | » Further developing | » Reaffirming |
| » Contemplating | » Further recalling | » Realizing |
| » Convinced | » Guided by | » Recalling |
| » Declaring | » Having adopted | » Recognizing |
| » Deeply concerned | » Having considered | » Referring |
| » Deeply conscious | » Having considered further | » Seeking |
| » Deeply convinced | » Having devoted attention | » Taking into account |
| » Deeply disturbed | » Having examined | » Taking note |
| » Deeply regretting | » Having heard | » Viewing with appreciation |
| » Desiring | » Having received | » Welcoming |
| » Emphasizing | » Having studied | |

SAMPLE OPERATIVE CLAUSES

- | | | |
|------------------------|------------------------------|---------------------|
| » Accepts | » Emphasizes | » Reaffirms |
| » Affirms | » Encourages | » Recommends |
| » Approves | » Endorses | » Regrets |
| » Authorizes | » Expresses its appreciation | » Reminds |
| » Calls for | » Expresses its hope | » Requests |
| » Calls upon | » Further invites | » Resolves |
| » Condemns | » Further proclaims | » Solemnly affirms |
| » Confirms | » Further recommends | » Strongly condemns |
| » Congratulates | » Further reminds | » Supports |
| » Considers | » Further requests | » Takes note of |
| » Declares accordingly | » Further resolves | » Trusts |
| » Deplores | » Has resolved | » Urges |
| » Designates | » Notes | |
| » Draws attention | » Proclaims | |

APPENDIX B: THE UNITED NATIONS SECURITY COUNCIL

RULE B01: VETO POWERS

The five permanent members of the Security Council, the Republic of China, France, the Union of Soviet Socialist Republics, the United Kingdom of Great Britain and Northern Ireland and the United States of America, have the ability to veto any substantial vote. Any vote against from one of these five countries in the Security Council will be considered as a veto. Abstentions are not regarded as a veto. A vetoed vote automatically fails.

RULE B02: PRESIDENTIAL STATEMENTS

As a variation of Rule 31, members of the Security Council may move to introduce a draft resolution as a presidential statement. This motion is not subject to debate. A presidential statement is identical to a resolution in format but not legally binding and may be used when the Security Council, or the permanent members, cannot reach a consensus on a topic area. The motion requires a simple majority to pass.

The resulting document can be amended and will otherwise be treated as a draft resolution. During voting procedure, presidential statements require a unanimous vote to pass. Once a presidential statement has been passed for a topic area, no more resolutions regarding that topic area may be passed.

APPENDIX C: THE COUNCIL OF THE EUROPEAN UNION

RULE C01: VOTING PROCEDURE

All substantial voting in the Council of the European Union is either unanimous or conducted by qualified majority voting. In such cases, individual member states may request a unanimous vote. The Director decides which voting procedure to apply at the beginning of each voting procedure, not subject to appeal. Member states may not abstain from substantial votes.

To pass, a qualified majority vote must meet the following criteria:

- » A proposal must be supported by at least two-thirds of member states of the European Union.
- » The percentage of voting weights of all states in favour must be at least 74% of the EU total.
- » The states voting in favour of a proposal must represent 62% of the EU population. This will generally be assumed, unless challenged

RULE C02: WRITTEN DOCUMENTS

The Council of the EU votes upon a proposal in which the European Commission is mandated to draft a specified legal document. The proposal itself is not legally binding. For the sake of the simulation, this document is identical to a draft resolution with the following modifications.

- » The document is to be referred to as (draft) proposal.
- » All operative Clauses must encourage the European Commission to consider a specific aspect of the problem, they may not actively call for a specific action to be taken.
- » The proposal must not exceed the powers delegated to the European Union.
- » Division of the Question is not in order.

APPENDIX D: THE GROUP OF EIGHT / TWENTY

RULE D01: VOTING PROCEDURE

As a consensus based body, every substantive decision in the G8/G20 requires a unanimous vote. In addition, members may not abstain from substantive votes.

RULE D02: WRITTEN DOCUMENTS

As opposed to resolutions, the G8/G20 issue a communique for each topic, both of which are later merged into one final document.

The communique is written in the format of a series of sentences, separated into continuously numbered paragraphs. The title should be on the left margin, in capital letters, above the main body of the communique. The title can be as simple as "G20 Leaders Statement."

As an informal meeting of high government officials, the G8/G20 may otherwise format or name the document in any way that they please, pending approval of the Director.

Delegates are also free to draft international treaties or similar documents in the context of the simulation. Such documents remain subject to country-specific processes of ratification and while they may be passed by the committee, member states are still encouraged to sign such documents as per established procedure.

RULE D03: VARIOUS CHANGES

Rule 30: Delegates should refer to the document as "final document" instead of draft resolution.

Rule 35: Do not apply

Rule 36: Do not apply

APPENDIX E: OVERVIEWS

In Formal Session

Point or Motion	Purpose	Debate	Vote
Appeal of the Chair	Challenge a procedural decision of the chair	None	2/3
Point of Personal Privilege	Correcting discomforts impairing delegates ability to participate in the meeting	None	None
Point of Order	Correct an error in procedure	None	None
Point of Parliamentary Inquiry	Question regarding rules of procedure	None	None
Adjournment of the Meeting	End meeting (used on final day only to end committee for the year)	None	Simple Majority
Suspension of the Meeting	Recess meeting	None	Simple Majority
Moderated Caucus	Depart from speakers list to facilitate debate on critical junctures in the discussions	None	Simple Majority
Unmoderated Caucus	Recess meeting to enter into unmoderated negotiations	None	Simple Majority
Introduction of a Draft Resolution	Propose draft resolution for consideration	None	Signed by 1/5
Introduction of an Amendment	Propose amendment to draft resolution for consideration	At least 2 pro / 2 con	Signed by 1/5 Simple Majority
Postponement of Debate	End debate without substantive vote	1 pro / 1 con	2/3
Resumption of Debate	Reopen debate on draft resolution, amendment or topic	1 pro / 1 con	Simple Majority
Reconsideration	Revote on draft resolution or amendment adopted or rejected (must be made by member who voted with majority on the issue)	2 con	2/3
Competence	Declare committee unable to consider amendment or draft resolution	1 pro / 1 con	Simple Majority
Closure of Debate	Move to immediate vote	2 con	2/3
Set Speakers Time	Set or change the time allowed for formal speeches	None	Simple Majority
Adoption of the Agenda	Approval of agenda order	At least 2 pro / 2 con	Simple Majority
Right of Reply	Reply to impugment of personal or national integrity (submitted in writing)	None	None

During Voting Procedure

Point / Motion	Purpose	Debate	Vote
Point of Personal Privilege	Correcting discomforts impairing delegate's ability to participate in the meeting	None	None
Point of Order	Correct an error in procedure	None	None
Point of Parliamentary Inquiry	Question regarding rules of procedure	None	None
Reordering Draft Resolutions	Change order in which draft resolutions are voted on Part I: procedural vote whether this motion shall be considered Part II: separate procedural vote to accept/reject sequences of draft resolutions	None	Simple Majority
Division of the Question	Vote on operative parts of draft resolution separately Part I: procedural vote whether this motion shall be considered Part II: separate procedural vote to accept/reject separated clauses Part III: substantive vote to accept/reject final document	None Up to 2 pro / 2 con None None	Simple Majority
Roll Call Vote	Vote by roll call instead of showing placards	None	Seconded by 1/5

APPENDIX F: FLOW CHARTS



