C PSSMUN | *Rules of Procedure*

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What is Model UN?

Model United Nations is a simulation of real-world and fictional scenarios where delegates play roles (countries, cities, characters) to solve the given issue while serving their roles agenda. The three main type of MUN committees are:

General Assembly:

The GA is the most familiar form of the Model United Nations to most people. It almost always features a greater number of delegates than other committees each delegation represents a nation working in cooperation (most of the time) with the other delegations to draft and agree on resolutions.

Crisis Committee:

Crisis committees are very versatile. A crisis committee may be about the impending doom of an environmental disaster in an alternate future or a fictional scenario set in the Wizarding World of Harry Potter. These committees are much more intense, are usually smaller in size, requiring delegates to think on their feet fulfilling their roles goal(s) while working towards drafting and voting on directives.

Specialised Agencies:

Specialized agencies contains qualities both of a Crisis and General Assembly. Much like a crisis committee, an SA usually features a lesser number of delegates than a GA and has

students working toward pointed goals pertaining to a singular topic. An SA differs from a GA in that an SA may be a fictional simulation of an entity other than the UN (a company or independent union) and requires delegates to prepare for one general topic rather than several topics generally.

The Anatomy of a Committee

Dais: Are the head of the committee. They do not participate as a delegate, but rather manage the proceedings and maintain procedure.

Secretariat: A group of people who are in charge of running the conference. They take of care of everything that is in preparation of the conference and aides the directors of each committee.

Delegate: A member of the committee who is portraying the role of a character or country. Their goal is to get as many directives passed and participate in as many discussions as possible in order for others to have a concise idea of what they stand for.

Placard: Identifies the name of character or country a delegate is portraying during the conference, as well as the committee this character or country belongs to.

Page: A member of the dais who is in charge of passing notes to and from delegates, to and from the dais. Delegates should not summon pages verbally, but by gesturing the note that they wish to pass.

Moderator: A member of the dais who keeps control and order of the committee, usually sitting in front of the room.

Gavel: A mallet object that helps keep order during the conference. You will hear the gavel whenever there is cross-talking/inappropriate behaviour, to indicate the amount of time left in the mod or unmod caucus (1 bang-1 minute left, 2 bangs-the time has elapsed), and to indicate the amount of time left in a delegate's speaking time (1 bang-10 seconds left, 2 bangs-the time has elapsed).

Directives: Used only in crisis committees and specialized agencies. These are short, succinct orders of action that the committee wishes to take. They must have a sponsor and a certain number of signatories, which vary from committee to committee. Directives must be titled. If the directive includes the usage of money, make sure to include where the money will be allocated from.
The following is an example directive:

NATO Surveillance (Note the title)
　　To ascertain the motivations behind the current NATO military practice game code-named "Able Archer" and prepare for potential sneak-attacks, this committee proposes the following actions to be taken by the KGB:
　　　　-Monitor all communications between core NATO nations
　　　　-Activate all agents in Washington DC, London, and West Germany
　　　　-Report any change in code-name use by all NATO Generals
　　　　-Put all missile launch sites on standby
Sponsor: Yuri Andropov, Soviet Premier
Signatories: Vladimir Kryuchkov, Director of the KGB; Stanislav Petrov, Lieutenant General Soviet Armed Forces

Crisis Notes: Used only in crisis committees and specialized agencies. These are private directives that can be used to further a delegate's personal goals. When writing a crisis note, always make sure to address a person which exists in the world that the committee takes place in. This could be an assistant, an old friend, or a family member. Crisis notes should only cover actions that are reasonable within the scope of the character's abilities.
The following is an example crisis note:

Dear brother,
　　I write to you now in a time of crisis. I fear I have many gained many enemies in this court, and that soon the Queen's advisors will seek to harm me and my family. I know that you have many connections in the underground, and I plead that you will use them to assist me. Of all the advisors, I fear Walsingham the most. Please gather as much intelligence on him as possible. I am sure his hands are dirtied with blood, for he is the Queen's famous spymaster. Do

this covertly and as quickly as possible. My family and I thank you for your assistance, and will ensure that you are compensated generously.

With love, Norfolk

Resolutions: Used only in general assemblies and specialized agencies. These are long, detailed, comprehensive solutions with multiple clauses, proposed to solve large-scale problems. They may be prepared throughout the course of multiple committee sessions.

Just like a directive, a resolution always begins with a heading. This heading includes the title of the resolution, its sponsor(s) and its signatories. Sponsors are the delegates who have written the large majority of the resolution, whereas signatories are the delegates who want to see the resolution introduced and debated.

The body of a resolution is made up of two main sections: preambulatory clauses, followed with operative clauses. Preambulatory clauses express the reasons for which delegates have proposed this resolution, and remind the committee of the resolution's importance within the scope of the issue at hand. These clauses should also be used to reference any precedent decisions that support the proposed resolution. Operative clauses, as the name suggests, are the specific actions which your bloc proposes the committee take.

The following is an example resolution:

Measures for the Amelioration of Drought in At-Risk Nations
Sponsors: " "
Signatories: " "

The General Assembly,
Recalling Resolution 64/292 of the United Nations General Assembly, which affirms clean water as an essential human right, integral to the realisation of all other human rights.

Noting the United Nations Convention to Combat Desertification, which emphasizes the need to safeguard and improve the conditions of people living in dryland areas.

Deeply concerned by the lack of sufficient water to fulfill basic needs, including hydration, cooking, and hygiene.

Deeply conscious of the importance of water in sanitation and disease prevention.

Emphasizing the special needs of vulnerable groups including the poor, children, and the homeless, that are particularly susceptible to the impacts of water shortage.

Considers the key economic role of water and its use in industrial settings.

Urging all member states to join the United Nations Convention to Combat Desertification and ratify its commitments.

1.Establishes the necessary pre-emptive measures for nations "at risk" for drought and desertification;

    a.That all large industrial and workplace facilities adopt measures to ensure adherence to water rations.

    b.That all hospitals and hospices maintain water storage which will serve the purposes of the facility for at least a month, in the event of drought.

    c.Intensive farmers currently using mass watering methods transfer to irrigation methods that reduce wasted water.

    d.Meteorological technology be enhanced to deliver earlier drought warnings.

2.Declares that all nations qualifying as "at risk" for drought and desertification must adopt the necessary pre-emptive measures outlined before August 7, 2020;

    a.The nations identified as at risk include Brazil, Argentina, Sahel, Zambia, Zimbabwe, India, and China.

3.Endorses the ministries of environment and education in respective member countries to create and implement an educational program on safe water practices and efficient water usage, to be taught as part of the educational curriculum;

    a.Schools which do not fall under government jurisdiction are to be encouraged to adopt a similar program as well.

4. Requests that developed countries provide grants, concessional loans, or other financial support for developing countries deemed "at risk";

Note how the operative clauses are organized thematically. This makes reading and voting on the resolution easier. *This example is shorter and less comprehensive than a regular resolution.

Important conventions to follow:
- Operative clauses should be separated using a semicolon
- Clauses should begin with a verb
- Sub-clauses do not begin with a verb

Voting Procedures

In general, resolutions require a ⅔ majority to be put into force while directives require a simple majority. This applies in specialized agencies as well.

To introduce a resolution:
- Motion to enter voting procedures (doors are locked, no one is permitted to enter or leave)
- If multiple resolutions have been submitted at the same time, the order of introduction must be decided
- If not submitted at the same time, the first submitted resolution takes precedence
- How to decide order of introduction: one v one followed by voting
- After reading of draft resolution, five-ten minute Q and A is permitted. Time during Q and A is only counted for answers.
- Voting to pass resolution - ⅔ majority required
- Move on to second resolution
- If second resolution also passes and contains clauses which contradict the first resolution, these clauses are struck down unless they are amended otherwise

To introduce a directive:
- Motion to introduce directives in chronological order
- Motion to introduce directive "_____" **important that directives are titled!
- Sponsors read directive -- cannot stray from wording
- Q and A session of five minutes is permitted. Time during Q and A is only counted for answers.
- Voting to pass directive - simple majority (50% + 1) is required
- If motion to introduce directives in chronological order, dais moves on to next directive if such directive exists

Permissible Motions

Motions are the building blocks of Model UN. They are used whenever a delegate wishes to add to or adjust the agenda of a committee. The minimum requirement for a motion to be approved is the approval of one more than half the committee.

Caucasus: Caucuses are discussions during which delegates debate a topic or various topics of concern for the committee. There are two types of caucuses; moderated and unmoderated caucuses.

> <u>Moderated caucuses</u> (referred to generally as "mods") include a set topic (for example, counterrevolutionary measures), a set total time (usually five minutes), and a set speaking time for each delegate. During a moderated caucus, the dais will ask for potential speakers. The dais will provide delegates with warnings for when their speaking time is about to run out (refer to "Gavel"). If delegates finish before their time is exhausted, they may either yield the remaining time to the chair or yield to another delegate.

> <u>Unmoderated caucuses</u> (referred to generally as "unmods") have no set topic. During this time, delegates are allowed to stand up and discuss any committee-related issue with anyone they wish. Unmods are useful for drafting directives, resolutions, and creating alliances.

Motion to Round Robin: Speaking privileges are passed from one delegate to the next under a 30-second time limit. To simulate debate, all delegates are advised to speak during a round robin. During a round robin, it is not necessary to yield your remaining time and yielding to another delegate is not permissible.

Motion to Read Directives in Chronological Order: The dais is not responsible for introducing directives. If a delegate wants their directive to be voted and debated on, they must motion for its introduction in-between caucuses. When a directive is read, the delegate must not deviate from what is written.

Motion to Divide the Question: Used only when voting on resolutions. This calls for the resolution to be examined clause by clause. Each clause is to be voted on separately.

Motion to Exhaust: When no other speakers are available for a caucus, or when a more pressing matter has come to light, delegates may choose to close a caucus by exhausting the time remaining.

Addressing the Dais Outside of Motions

Point of Personal Privilege: Delegates may use this phrase when they need to be temporarily excused for any reason (for example, for a bathroom break or a drink of water).

Point of Order: Delegates may use this phrase when they believe the rules of procedure have been carried out incorrectly.

Point of Parliamentary Inquiry: Delegates may use this phrase when they are unsure of how to conduct a specific action within the set boundaries of their committee. This point should not be abused for simple procedural content that the delegate should already be familiar with (ex. mods, unmods)

*Important note! Delegates should never interrupt another speaker or their dais with points, even if they believe the rules of procedure have been breached. To bring up a point, wait until a speaker has finished and for the dais to acknowledge you.

Right of Reply: Delegates may use this phrase when they feel as if they have been insulted personally and unfairly by another delegate. This phrase should only be used when the insult is against the delegate, not the delegation, and falls outside the scope of the scope of the committee. For example, *"The delegation of Brazil has made numerous uninformed statements. The use of intervention forces cannot be interpreted as an act of war, as it follows the United Nations Rules of Engagements. I urge this committee to disregard the idea that the proposed solution would be anything more than a peacekeeping mission intended to facilitate the end of hostilities in Yemen"* is not a personal insult.

An example of a personal insult is: *"The delegation of Brazil is an idiot! He doesn't know anything about the mission. You shouldn't listen to a single word he says!"*

As well, right of reply may be used to correct a significantly mistaken statement that concerns a delegate's country or character. Right of reply should be used sparingly, if at all.

The Flow of Debate: Crisis

A crisis committee is fast paced, requiring delegates to think quick on their feet through speeches, notes and directives. The outcome of the committee can vary depending on how delegates react with what is going on in the storyline created by the Crisis Committee.

A crisis committee begins with roll call, during which delegates may announce their presence and voting status. "**Present and voting**" indicates that the delegate will be voting on all motions, procedural matters, and directives. "Present" indicates that the delegate will be voting on all procedural matters, but may choose to abstain from voting on directives. At least two-thirds of the committee must be present for it to take place. This is referred to as "quorum", and having a sufficient amount of people is referred to as "meeting quorum".

After roll call, the dais will officially begin the committee. At this point, it is customary for a delegate to motion to open debate. Following this first motion, the dais will ask for any motions or points. It is prudent at this point for delegates to introduce the topics they wish to debate through a mod. After a few rounds of discussion, the dais will allow for an unmod to allow delegates to make alliances and write directives. When a session nears its end, it is customary as well for a delegate to motion to recess. (See "Voting Procedure" for how to vote on a directive).

Crisis committees very often have special rules of procedures. Delegates should familiarize themselves with these special rules, which are found in the background guide of a committee, if they do exist.

The Flow of Debate: GA/SA

A GA begins with roll call, during which delegates may announce their presence and voting status. (For more on this, refer to the second paragraph of "The Flow of Debate: Crisis")

Like a crisis committee, a GA also begins with a motion to open debate. In a GA, delegates will likely have 3-4 large issues to deal with. A primary speakers list is used to set the agenda and decide which issues to tackle first. No other motion will be in session until the primary speakers list has been exhausted. After this list has been exhausted, the dais will look to delegates to set the schedule through a motion to set the agenda.

In GA's and SA's, it is crucial for delegates to articulate their speeches carefully, as the larger committee size generally means less speaking time. Through speeches and debating, delegates should identify those that share similar views and form blocs accordingly. These blocs can then draft resolutions together. Draft resolutions are referred to as "working papers".

In an SA, not all issues will necessarily require a resolution. Sometimes, the dais may want the committee to use directives instead. This will be made clear by the Chair. The nature of resolutions in SA's may be more specific and may not necessarily follow the same format as a typical GA resolution. For example, delegates in SA's may be asked to draft conventions or constitutions. In these cases, the Chair will specify any requirements.