

WorldMUN2007

**Guide to Starting
a MUN Society
&
Guide to Delegate
Preparation**

© Harvard World Model United Nations 2007

P.O. Box 382336

Cambridge, MA 02238-2336

United States of America

Tel: 1.617.381.4855

Fax: 1.617.395.2645

<http://www.worldmun.org>





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Introduction

WorldMUN began in 1991 when a group of internationally-minded undergraduate students at Harvard University sought to create a new forum to debate the issues confronting the international system with like-minded students. Sixteen years later, WorldMUN 2007 - held in Geneva, Switzerland, from March 23rd to 30th, 2007 - will attract over 1,400 delegates from five continents and over sixty countries.

To ambitiously enter the international Model United Nations circuit may seem overwhelming at first, but with your dedication – and some suggestions from seasoned delegates – your MUN Society can soon expect to fully experience the two significant forces of today's world that support and strengthen Harvard WorldMUN: youth and globalization.

This guide is intended to help as many students – from as diverse a background as possible – attend WorldMUN this year. Whether your university or organization has had a team of MUN delegates present on the MUN circuit for years or is a newcomer to MUN, WorldMUN staff is available to assist in the planning stages leading up to your delegation's presence in Geneva next spring. We hope this guide will help your MUN Society with logistical, organizational, financial and substantive issues.

Please check our website at www.worldmun.org regularly for frequently updated information on WorldMUN and feel free to address any questions or concerns to the conference secretariat.

We look forward to seeing you in Geneva in the spring.

The WorldMUN 2007 Secretariat

Chapter 1



Getting Organized

If the task of putting together an effective MUN Society seems daunting, rest assured that the WorldMUN team would like to help make the experience as easy for you as can be. Here are a few tips to get things started.

An Executive Team

The first responsibility you have to your future MUN Society is to be informed of all the tasks and responsibilities related to the project - and to be able to take on new ones as they arise. You may choose to, at a very early stage in the organization, delegate tasks and responsibilities to different members of an executive team, so that logistical, organizational, financial and substantive matters all receive the required attention and time. An effective Executive Team is critical in the beginning of any new organization, and the flexibility and dedication of your team's members will help solidify your MUN Society.

Logistical Operations

Logistical operations relevant to a MUN Society include finding the physical resources to allow for regular meetings to take place, establishing an effective means of communication – be it a website, an e-bulletin or mailing list, a bulletin board, etc. – between delegates and executive team members to make event information, minutes from previous meetings and conference-specific material and updates available. The logistical overseer will have to plan the year’s agenda (i.e. determine which conferences the delegates will be attending and set deadlines for application or confirmation), and keep delegates informed of all events and developments relevant to the year’s conferences, including travel plans, country assignments, etc.

TASKS

Setting meeting dates and times

Setting annual agenda and internal deadlines

Information and communication

Being informed about specific events and conferences

Organizational Operations

Organizational operations relevant to a MUN Society often involve approaching school administrators for official accreditation as a recognized student club or organization, and establishing and updating policies about team meetings, team membership, elections for the executive team, etc. School approval and support – both moral and financial – are critical to a MUN Society. Also critical to the organization of the group is the recruiting of enthusiastic delegates from a wide variety of fields of expertise within your university or organization, and the publicity and techniques you will use to do your recruiting. It is important to recognize that delegates to MUN conferences are students in all fields and of various levels: often, graduate students in the natural sciences develop an interest in third world development, and undergraduates studying Philosophy or Religion want to explore the realities of Human Rights violations in the world. An effective MUN Society should seek to include members from a wide array of disciplines and with varied academic and personal experiences and interests.

TASKS

Obtaining school approval and support

Establishing and updating policies

Recruiting for the MUN Society within the student body

Advertising the mission and purpose of the MUN Society within the University

Financial Operations

Financial responsibilities are two-fold in a MUN Society: on a primary level, a financial overseer must assure the self-sufficiency of the group. Be it a nonprofit organization, a student club/organization benefiting from student life funding, or any other type of MUN Society, the group must maintain an annual budget that frequently takes into consideration the number of delegates concerned and their degree of satisfaction with conferences. For many MUN Societies all over the world, WorldMUN is truly the most international and authentic MUN Conference available on the MUN circuit. This reality allows for increased funding possibilities and a very high degree of satisfaction of delegates, a combination most interesting to the financial overseer of your MUN Society. Thus, on a secondary level, a financial affairs overseer must seek important potential sources of funding for the Society's participation in Model UN conferences. Both public-interest and private or corporate sponsors are able to provide monetary or in-kind contributions to MUN Societies all over the world. Please see chapter 2, Fundraising, for specific suggestions on obtaining the financial support necessary to a successful MUN Society.

TASKS

Maintaining Society's budget

Establish the Society's official designation for financial purposes

Assist in reevaluation of the annual agenda

Seek sponsorship from public-interest organizations and private enterprises

Substantive Operations

Finally, substantive responsibilities involve seeking the human resources available within your University or organization that will support and assist delegates in their preparation and research. A very helpful friendship to establish is one between a MUN Society and the administrators of interested faculties or departments. Often, these are Political Science, Law, International Development, or History departments, but for an innovative and interdisciplinary experience, explore the possibility of working with interested faculty members and administrators in any department. Thus, exposure to the administrative levels of your institution will allow the school to be made aware of the achievements and developments of your MUN Society, and will make it more likely that you will obtain either their direct support and funding, or at least solid recommendations for applications to outside organizations. Also, in addition to the seeking of faculty mentors and advisers, a substantive operations overseer would seek to develop friendly relationships with library and information technology personnel who may assist beginner delegates in their research or help experienced researchers take their MUN preparation one step further. The substantive overseer can also be a resource person for procedural matters in the pre-conference training period, such as assistance in position paper drafting and oratory skill reinforcement.

TASKS

Establish relationship with a/many university faculty/ies

Explore other faculties interested by MUN's educational mission

Seek faculty mentors and advisers, and the support of library and information technology personnel

Assist in pre-conference training

Chapter 2



Fundraising (Cited from: *The WorldMUN Guide to fundraising*)

Financing your delegation's participation to the world's largest MUN conference outside of North America can be made easier with the help of your school and that of private and public organizations from all over the world.

Where do I start?

There are many different sources of funding available; the trick is simply to find them. The best place to start is your school. Many schools give grants to student organizations for their activities and thus if you intend to attend WorldMUN 2007 as part of a delegation, your university may be willing to support you as a student group and defray some of the costs of the conference. Other on-campus funding sources may include departments dealing with European Affairs, International Studies, or Law. Explore these sources thoroughly before venturing out to other sources. Send your proposal to the chair, dean or rector of the Political Science, Law, International Relations, or other related departments and try to arrange an in-person interview. You may wish to offer to write a brief report summarizing your conference experiences (i.e. the issues brought up in committee, resolutions passed, etc.).

For grants not administered by your institution, a good place to start is your country's cultural or educational ministry. If you are able to get the name of a cultural affairs officer to whom you can address the cover letter, your application is less likely to be lost amongst the other letters. Several large libraries both on and off-campus contain many volumes detailing potential sources of grants and foundations in your local area or region. Many such volumes are well organized according to different types of charities, their typical beneficiaries, regional preferences, and deadlines if any. Usually grants headed under "student aid," "international programs" or "grants to individuals" may be worthwhile (Please refer to some of the sources listed at the end of the Online edition of the WorldMUN Fundraising Guide on the WorldMUN website. The list refers to several foundations, funds, and trusts dedicated to international relations and peace.). Also, for most grants it is much easier to receive an award if you apply as a group rather than as an individual. If you are planning to attend WorldMUN as part of a delegation, it may well be worthwhile for your delegation to solicit grants jointly.

Writing a Grant Proposal

Before writing a proposal, it is important to bear the following in mind:

Does the foundation's interest or range of awards include the type of program you are proposing?

Does the foundation make disbursements in your geographical area? Does the foundation tend to support groups/individuals like you?

Does the foundation have specific application deadlines and procedures or does it review proposals continuously?

You want to explain that you are not just another student wanting to attend the conference, but that you have something unique to offer the conference.

Every proposal, whether it be to a corporation or foundation, needs to have a cover letter. Several elements should be present. First, the letter should describe you – your name, college or university affiliation, your field of study and any specific experiences you have had which would prepare you for WorldMUN 2007. You want to explain that you are not just another student wanting to attend the conference, but that you have something unique to offer the conference, either in terms of background, beliefs, or experience.

Next, you want to talk about the conference. Some things you should highlight in your letter:

1) WorldMUN is one of the most authentic United Nations simulations in the world. It is important that you stress that this conference is truly international, unlike most other MUN conferences. With respect to the international nature of the conference, there are several things you should mention. First, you should mention the international constituency that is the WorldMUN delegates. This year WorldMUN will draw about 1,400 delegates from 5 continents and 60 nations including: South Korea, Nigeria, Egypt, Australia, Japan, Ukraine as well as Mexico, Canada, US, and many European nations (including the UK, France, Germany, Finland, Italy, Netherlands and Belgium). You should explicitly state the importance of having your nation represented at Harvard WorldMUN. Second, you should mention that the conference is held in a different city each year and explain how you could benefit from the experience of being in a foreign city. It is important that you mention the educational benefits, so the potential grant-giver does not feel he/she is providing you with a subsidized vacation. The international aspect of the conference may be especially appealing to corporations, which may agree to sponsor your trip, providing that you hand out information or corporate items, such as pens, pins, etc.

2) You should of course also stress the importance of WorldMUN's educational mission. Explain briefly the importance of the United Nations in the international political scene. You will wish to mention that the simulation format of WorldMUN allows you to experience, first-hand, the complexities and nuances of international negotiation and diplomacy. The WorldMUN conference has been recognized by former UN Secretary General Boutros Boutros-Ghali as "a thoughtful and welcome expansion in the scope and nature of the Model United Nations concept" as a way of "providing a closer and more realistic sense of the nature and working of the World Organizations." In addition, you will want to assert different aspects of the conference depending upon whom you are writing to. Businesses may be more interested in the conference as a way of promoting their name, universities will probably be more interested in the educational aspects of the conference. Be sure to include a copy of the brochure with your letter – the more information you send and the more detailed your proposal, the more likely you are to receive money.

Chapter 3



Being a Delegate - substantive issues

The United Nations: An Overview

The UN is an international forum. It was created after World War II to avert future world conflict, by addressing its sources. The victorious Allies hoped that through this body they could foster cooperation and collective security. Though the Cold War between the US and U.S.S.R. called the plausibility of these goals into question, the UN has played and continues to play an important role in conflict resolution, maintaining global stability, and promoting economic and social justice. To this end, the UN has continuously strived to uphold its founding principles:

- 1) To maintain international peace and security;
- 2) To develop friendly relations among nations based on respect for the principle of equal rights and self-determination of peoples;
- 3) To cooperate in solving international problems of an economic, social, cultural, or humanitarian character, and in promoting respect for human rights and fundamental freedoms for all; and
- 4) To be a center for harmonizing the actions of nations in attaining these common ends.

The UN's headquarters are in New York. It is composed of five main organs. At the center is the 191-member General Assembly, which is comprised of seven main committees and various subsidiary and related bodies. The GA serves primarily for discussing general issues, including: international peace and security; the realization of human rights and fundamental freedoms for all; international cooperation in economic, social, cultural, educational, and health fields; the structure and function of the UN; and the UN budget. Empowered to establish committees and other bodies to study and report on specific issues, the GA also receives and considers reports from all.

of the other UN organs. Although the decisions of the GA have no binding legal force on the members, they carry the weight of opinion and the moral authority of the world community.

The Economic and Social Council is composed of fifty-four member states, and consists of a large number of commissions, agencies, and other bodies. It serves as the central forum for the discussion of international economic and social issues. Charged with promoting respect for and observance of human rights and fundamental freedoms, the ECOSOC can conduct studies, make policy recommendations, call international conferences, consult with non-governmental organizations, and prepare draft conventions for submission to the GA.

International disputes of pressing concern may be referred to the Security Council, the 3rd organ of the UN, which is charged with maintaining international peace and security in accordance with the principles and purposes of the United Nations. The Security Council is composed of fifteen members, five of which are permanent representatives, while the remaining ten rotate. The Council is capable of directing the use of economic sanctions and military force, when necessary. Its decisions are legally binding upon member states. It is also responsible for recommending the appointment of the Secretary-General to the GA.

The International Court of Justice, the fourth UN organ, considers disputes of a purely legal nature. The court is made up of fifteen members, and usually hears cases concerning the interpretation of treaties and the UN charter. The Trusteeship Council is the fifth and final organ of the UN. It is the only one not simulated at WorldMUN. This council is responsible for overseeing the administration of territories that are not yet self-governing.

The above is just a general summary of the UN. Please see the UN web site (www.un.org) and read the UN charter for a more complete understanding of the international body. This is an essential part of your preparation.

The WorldMUN Simulation: An Overview

Although WorldMUN attempts to simulate the UN as accurately as possible, there are certain logistical and educational constraints that prevent a completely faithful recreation of the UN. For example, WorldMUN does not simulate every single UN committee; it also includes bodies that are indirectly related to the UN, such as the Organization for African Unity and the Middle East Multilateral Summit, or even fictional bodies like the Executive Committee on Peace and Security. Nonetheless, the committee experience at WorldMUN is strikingly realistic. Indeed, simulations at WorldMUN strive to recreate the difficulties posed by global politics and diplomacy. While they may do this imperfectly, we feel confident that WorldMUN's committees meet the educational goals of our staff and our delegates.

Delegate Preparation

Delegate preparation is essential for WorldMUN's success. To derive maximum benefit from the conference, each delegate should have an in-depth understanding of the UN, their committee, the topic areas, their assigned nation's position on the problems posed by the topic areas, and their country's broad interests. However, delegates must remember that solutions to international problems require flexibility and compromise. Therefore, while delegates must be cautious not to stray from their nations' positions, they must strive to think creatively and cooperatively within that framework in order to come up with effective solutions.

Rules and Procedural Preparation

In order to ensure efficient and equitable debate, WorldMUN utilizes a simplified version of Parliamentary Procedure. These rules are provided in Chapter 5 of this guide. Familiarity with the rules and procedures is a very important part of preparation. Towards this end it would be helpful to read over the rules several times and perhaps have a mock session with your fellow delegates or friends.

Substantive Preparation

The Study Guides are a result of extensive research and effort on the part of the Directors and are the foundation of substantive preparation for each of the committees. We suggest that you read them, discuss them, and read them again. If a delegate has not read and absorbed the information in the Study Guide, he or she will be unable to effectively contribute to the committee.

An early start on the Study Guides will enable you to fully understand the topics and then begin to flesh out our own ideas. Remind yourself that you must act as policy makers, analyzing and molding the information you have received into solutions and resolutions. Discussions among yourselves would also further the development of your ideas. While the Study Guide will provide most of the substantive preparation, it is both useful and rewarding for you to do additional research. Directors have included in their Study Guides a listing of the most useful sources in learning about particular topic areas. It is crucial that you use these sources to focus your preparation and increase the breadth and depth of your knowledge about the topics.

It is crucial that you research your country's policy on the two topic areas of your committee as well as have a general understanding of your country's issues.

It is crucial that you research your country's policy on the two topic areas of your committee as well as have a general understanding of your country's overall policies. In recent years, we have noticed that many delegates stray from their country's policy and position during committee sessions. While it is understood that some flexibility in positions is necessary to compromise and negotiate with other countries during debate, you must follow your country's policy as closely as possible. Directors will be enforcing this aspect of debate as we feel it is crucial to the simulation and your learning experience.

Positional Preparation

WorldMUN requires delegates to adopt the position of a specific country throughout the course of the simulation. Position papers are a great way to sift through and distill all the information you discover through research into a simple format that serves as a valuable reference for yourself, other delegates, and directors. As a result, WorldMUN requires delegates to submit position papers in order to participate at the conference. The text box below provides instructions for writing your position papers.

FORMAT FOR POSITION PAPERS

A Position Paper is a policy statement submitted by each representative of every delegation that will be present at WorldMUN. Each delegation should submit about one single-spaced, typewritten page per topic. The position paper is not an exercise in elaborate writing styles or a demonstration of breadth of knowledge on a topic; rather, it is an opportunity to clarify the issues, state a position, and suggest solutions from a certain national perspective for the benefit of fellow delegates and the conference staff.

POSITION PAPERS SHOULD BE SUBMITTED BY THE DEADLINE, A FEW WEEKS BEFORE THE CONFERENCE.

I. General Position Statement

The Republic of Sierra Leone believes disarmament to be crucial for the maintenance of worldwide security and considers a nuclear test ban to be an important step in the process of reaching that goal. Sierra Leone is not a nuclear power nor does it aid other countries in producing nuclear weapons.

A comprehensive test ban treaty (CTBT), has been long overdue. Nuclear weapon testing allows the arms race to continue and even escalate. The implementation of a test ban would slow down the development of new nuclear weapons and thereby slow down the arms race. Furthermore, a CTBT would not, as some states have claimed, threaten the stability of the policy of nuclear deterrence, on which both superpowers rely. In fact, a CTBT would maintain stability by preventing innovations and developments which could potentially give one nuclear state a unilateral advantage. Moreover, the increasing use of supercomputers has essentially eliminated the need for actual testing. Thus, the Republic of Sierra Leone supports the following proposals for a nuclear test ban treaty.

The treaty must be a comprehensive and permanent one. States should rely not only on all national means of verification which are consistent with international law, but also an international verification system. Current seismic monitoring systems, such as the Norwegian Seismic Array (NORSAR), are sufficiently advanced to determine whether states are complying with a CTBT. As per the Ad Hoc Group's report, Sierra Leone is in favor of an international network of seismic monitoring stations which would send their data to International Data Centers (IDC's) for analysis. These IDC's would automatically give out type I data (basic information) with type II data (data subjected to more advanced analysis) available upon request.

Regarding compliance, a test ban treaty is of such paramount importance that violators should be punished. Yet the fact remains that embargoes would most likely have little if any effect on most nuclear states. Perhaps compliance measures will eventually rely on first convincing the superpowers, and any other nuclear states, to enter into a CTBT and then getting the superpowers themselves to ensure that their allies abide by the treaty.

II. Responses to Questions a Resolution Must Answer

The Republic of Sierra Leone believes strongly that the CTBT is the only proper solution to the problems facing this committee. Because of the international impact of any nuclear testing, it is our belief that any regional agreements would be useless without the foundation of a world-wide test ban. Therefore, Sierra Leone cannot support any agreement that relies solely upon the establishment of regional agreements.

Funding for a solution for the proposed additional research into seismic monitoring techniques should be drawn from all member states of the UN; however, it is the belief of the Republic of Sierra Leone that the primary source of funding should be the currently recognized nuclear powers, since these powers are responsible for a great deal of nuclear testing to date.

The greatest threat to the CTBT is the potential for violations. Therefore, the Republic of Sierra Leone, as indicated above, believes that inspections of monitoring facilities must be permitted, if only to assuage the fears of the nuclear powers. Information gained from these monitoring stations must be globally disseminated to ensure that the international community is aware of any potential violations.

SAMPLE POSITION PAPER

This is just one example of a position paper format; while we do not require all papers to be in this format, it has served as a good guideline for position papers in the past. Please ensure to write the

1. Committee Name
2. Topic Area
3. Country
4. School

at the top; otherwise, our staff will be unable to identify it properly. The position paper length should be of one single-spaced typewritten page per topic.

Committee: General Overview

THE STAFF

The staff at WorldMUN takes a more active role than that of other Model United Nations conferences. The primary job of the staff is to work with the delegates in achieving the goals of the Conference. The staff of each committee has a Director and Assistant Directors. In Specialized Agencies, the titles may differ.

Director. The committee Director is the substantive expert on the issues to be discussed in the committee. At WorldMUN, Directors choose their committees' topic areas and prepare the Study Guide. Directors also moderate debate and oversee the smooth running of committee, from administering the Speakers' Lists to approving resolutions.

Assistant Directors. They assist the Director in any capacity he or she deems necessary.

A W A R D S

WorldMUN is an experience based on diplomacy, compromise, knowledge, learning and friendship. It is a unique opportunity for university students from around the world to meet each other and discuss issues of international scope and importance. And so, in the spirit of discouraging competitiveness and encouraging cooperation, the individuals that best capture the 'WorldMUN spirit' in each committee will be given Diplomacy Awards. These will be the only individual awards granted and the guidelines for giving the awards will be the same as in years past.

Two Outstanding Delegation Awards will be awarded to the two delegations who have best exemplified the 'WorldMUN spirit' throughout the week of the conference.

DRESS CODE

WorldMUN will enforce a dress code for the delegates. We believe proper attire is important in preserving the atmosphere of our conference. “Western business formal” attire is the norm at the conference, so please use your best judgment in following this norm. The guidelines are as follows, and students will be expected to follow them, to the extent of being asked to change before participating in committee:

- Men should wear a suit or a jacket and dress pants (no jeans), with a dress shirt and tie.
- Women should wear a suit, dress and jacket, dress slacks or skirt, with a blouse or sweater (no jeans).

National dress is also appropriate at all committee sessions and social events.

Committee Debate:

Formal Debate

During formal debate, delegates have the opportunity to share their views with the entire committee. Within Parliamentary procedure, delegates can address the committee through the Speakers’ list, answering questions about speeches, and introducing and debating resolutions and amendments. While formal debate can be used

to further the work of the committee, delegates who lack an understanding of the rules can hamper the progress of an otherwise productive committee session. Thus, in order to prevent misunderstandings and delays during formal committee debate, a comprehensive understanding and application of the rules is vital.

Un-moderated Caucus

Caucuses must be moved for by delegates during committee session, in accordance with the rules of procedure. The motion to caucus should include a recommended time limit. Please remember that Directors can deny or accept motions for caucuses at their discretion, as well as amend the amount of time proposed. During unmoderated caucuses delegates can meet informally with each other and the committee staff to discuss working papers, resolutions, amendments, and other relevant issues. To facilitate caucusing, at least in the first committee session, it is suggested that delegates meet in the various geographic or ideological blocs. These blocs are comprised of countries who are in roughly the same geographic area or share similar interests. Blocs are by no means rigid or required. Often delegates find that their interests do not fit in with those of any bloc, so they form new groupings. Blocs are merely a tool, a convenience, to facilitate negotiation. It is not necessary for bloc members to formally organize themselves or elect bloc leaders. Such distinctions are not recognized by the rules of procedure.

Formal Debate

allows delegates to address the entire committee

Un-moderated Caucus

allows delegates and staff to discuss working papers, resolutions and amendments

Moderated Caucus

is a compromise between formal debate and unmoderated caucus

Moderated Caucus

A moderated caucus is a compromise between formal debate and caucus, which can greatly facilitate debate. In this format, the general Rules of Procedure are followed at the discretion of the Director. When a motion for moderated caucus is passed, the Director calls upon delegates to address committee members for a predetermined amount of time.

The Path to a Resolution

The process for producing a resolution in a WorldMUN committee consists of two written stages: the Working Paper and the Resolution.

- **Working Paper.** Working papers mainly serve as a point of reference for discussion in committee by putting abstract ideas into a concrete, written form. (Please see the sample provided later in this guide.) As they are usually short, one-page proposals on one or more aspects of the problem under discussion, working papers are a way of breaking down an issue into manageable units. With the approval of the Director, working papers are copied so that the committee's delegates can learn about the positions and interests of other delegates. As the committee's work progresses, new points and ideas should be put into new working papers. Subsequent working papers must contain ideas that do not appear on any previous or concurrent working papers. Working papers should help advance the committee's work, not duplicate it. This means that once a variety of proposals and viewpoints are introduced, the committee should begin to formulate the working papers into one or two comprehensive draft resolutions.
- **Resolution.** As in the real United Nations, the main vehicle of action at WorldMUN is the resolution, a formal document in which a committee spells out the action to be taken in order to solve a particular problem. (Please see the sample resolution included in this handbook). Each resolution should deal specifically with the topic area currently under discussion by the committee. The following criteria must be met before a resolution can be introduced to the committee.
 - It must comprehensively address the points set out in the "Questions a Resolution Must Answer" section of the study guide as well as any other points that are felt to be important.
 - It must be well-written, concise and substantive.

- It must have the minimum number of signatories as is stipulated in the Rules of Procedure.
- It must be typed or printed clearly in black ink (for photocopying purposes).
- It receives the approval and signature of the Director in order to be copied and distributed to the committee. While the Director will not advocate a particular solution, it is his/her responsibility to ensure that the committee has fulfilled its responsibilities and adequately addressed the entire topic before it can be introduced as a Draft Resolution. (Please note, however, that Working Papers are inherently less formal and are therefore appropriate for discussing selected aspects of a topic.)

When a draft resolution is introduced, it is usually not ready for an immediate vote. Much debate, compromise, and work are involved in the formulation of a draft resolution, which can be agreed upon by the committee. A good draft resolution addresses the following points:

- It should represent a technical solution to the issue. To do this, it must satisfy the first two points above. It is not enough to merely create an additional committee to discuss the problem, or to condemn or approve of this or that country. The draft resolution should present specific, concrete proposals to deal with the issue at hand.
- The draft resolution should be the product of a workable compromise among the nations party to a dispute (in an antagonistic political situation), or among the competing viewpoints on how an issue should be resolved (in a cooperative problem-solving situation). This means all involved parties should agree. Any draft resolution dealing with the situation in the Occupied Territories, for example, is meaningless if it does not meet with the approval of Israel and the Arab community.
- The compromise reached must take into account the relative power of the parties to the dispute. In the United Nations, each nation has one equal vote. But in the world at large, it is a fact that some nations are more powerful than others. Any compromise reached must reflect this, and cannot always be a 50-50 give and take. For example, any draft resolution addressing Nuclear Disarmament must consider the dominant position of the United States and Russia on the issue. Other parties to the dispute must accept the fact that any change in the situation must necessarily reflect the current state of affairs. If the status quo is unequal, it is likely that any compromise reached will also be unequal for many involved parties.

- **Amendments.** The amendment process is used to enable a draft resolution to meet these criteria and strengthen consensus on the draft resolution by allowing delegates to change sections upon which they disagree. Thus, the amendment process can greatly enhance the work of a committee, but only if it enables substantive progress to be made and is not procedurally inhibiting. Therefore, a clear understanding of the rules of procedure is very important to the process of proposing, debating, and voting on an amendment.

But in other cases, a nation may demand more, entailing compromises and concessions by parties on the other side of the dispute. However, compromise is not always possible, as these parties are delegates who must also protect their national interests. Thus, not every WorldMUN draft resolution passed has to be based entirely on compromise. Such a demand could ignore the essential national interests of the Member Nations of the UN. Compromise is not an end in itself, and neither is “the compromise resolution.” Delegates should never feel forced to compromise their national interests for the sake of consensus. The final act in the discussion of a topic area is voting on the draft resolution(s) as amended. By adopting a draft resolution, the committee has agreed, by a majority, that this is the best solution currently possible to the problem.

Committee: UN Commission on Trade and Development
Topic: Generalized System of Preferences
Submitted by Bolivia, Peru, and Ecuador

SAMPLE WORKING PAPER

The purpose of the Working Paper is to clearly communicate the interests of one or more countries. Please note that there is no set format for working papers; the following is just one example of a possible working paper.

1. To facilitate the process, working papers should include
 - Committee name
 - Agenda topic
 - A list of countries working on the paper

The Director must approve working papers before they are distributed to the committee.

Bolivia, Peru, and Ecuador believe that a GSP should be set up so that Lesser-Developed Countries (LDCs) receive preferential treatment from Developed Countries (DCs). To that end we propose:

1. Each DC reduce their tariffs to the lowest level possible. This level will be determined by the below created subcommittee,
2. Bilateral trade agreements should be pursued for further reductions in tariffs.
3. Trade preferences should be granted in the following areas:

Agriculture
Manufactures
Semi-manufactures
Raw materials

4. Decisions on product coverage by preference giving nations be made in consultation with the affected LDC. Annual re-evaluation of coverage shall take place with the LDC with disputed going to the below-created subcommittee.
5. A subcommittee of UNCTAD should be created with equal membership of developed and developing countries. This subcommittee would have the following powers:

- a. To mediate disputes between preference givers and receivers
- b. Make recommendations which all countries should follow
- c. Serve as a forum for airing grievances relating to the GSP
- d. Report regularly to the Secretary-General

Membership should be as follows:

- a. Five permanent nations from the DCs
- b. Five permanent nations from the LDCs and LLDCs
- c. Ten members elected annually by UNCTAD

Voting rights will have to be worked out, but the UN format for subcommittees seems best. Of course, we are amenable to change.

RESOLUTION FORMAT GUIDE

Heading

- 1) The title should be centered, in capital letters, above the main body of the resolution.
The title can be as simple as “DRAFT RESOLUTION.”
- 2) On the left margin and two lines below the title should be:
 - The committee name
 - The topic addressed by the resolution

NOTE: WorldMUN resolutions should not have sponsors.

Body

The resolution is written in the format of a long sentence. Just as grammatical rules make a language more uniform in its usage, so is the resolution in its format.

- 1) 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 rest of the resolution consists of clauses with the first word of each clause underlined.
- 2) 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 an underlined word and ends with a comma.
- 3) 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 semi-colon except the last, which ends with a period.

Content

Of course, the most important characteristic of the final resolution is the content, which will be carefully scrutinized by the Director before approval. A well-written resolution demonstrates:

- 1) Familiarity with the problem. Relevant background information and previous United Nations actions are included.
- 2) Recognition of the issues. Arguments on the topic are specified early. At a minimum, the resolution should address in some form the issues listed in the Questions a Resolution Must Answer section of the Study Guide.
- 3) Conciseness. Every clause and phrase should have a purpose.
- 4) Good form. An otherwise sound resolution suffers from clumsy grammar and should not suffer from sloppy format.

Preambulatory Phrases

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

Operative Clauses

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

DRAFT RESOLUTION

Committee Name: Commission on Information Regulation Topic Area: International Newsflow Imbalance

The Economic and Social Council,

Recalling its Resolution A/36/89 of 16 December 1981, "The Declaration on Fundamental Principles Concerning the Contribution of the Mass Media to Strengthening Peace and International Understanding,"

Recalling also Article 19 of the Universal Declaration of Human Rights, "Everyone has the right to... receive and impart information and ideas through any media and regardless of frontiers,"

Recognizing that the problem of newsflow imbalance is that two-way information among countries of a region is either nonexistent or insufficient and information exchanged between regions of the world is inadequate,

Realizing the need for all Sovereign Nations to maintain their integrity and still play an active role in the international system,

SAMPLE
RESOLUTION

1) **Recommends** that a three-level information interchange system be established on the National, Regional, and International levels to ameliorate the current problems of newsflow imbalance, the three-level system is to operate as follows:

- a) Each regions' member nations will report their national information and receive the information of other nations in their region from the regional level of this interchange system;
- b) Nations will decide the character of the newsflow media best suited to the need of their sovereign territory, be this printed, audio, or audio-visual;
- c) Regional News Gathering Agencies will serve to gather information from the nations in their region, and these boards will have no editorial discretion and will serve to forward all information to the International Board;
- d) Each regional agency will be composed of representatives from every member nation of the nation of the region;
- e) The primary function of the International Board will be to translate information accumulated from the regional news gathering agencies;
- f) The secondary purpose will be to transmit all information gathered back to the member nations via the regional news gathering agencies;
- g) In order to expedite the transfer of information from the international to regional level the international board will utilize a UN frequency on a European Economic Community satellite;

2) **Urges** the establishment of the University of International Communications, Whose main branch will be in Geneva, Switzerland with additional branches located in each of the aforementioned regions, with the following aims:

- a) The University and branches will be established with the express purpose of bringing together world views and facilitating the transfer of technology;
- b) All member nations of the United Nations will be equally represented at the University;
- c) Incentives will be offered to students of journalism and communications at the University to return to their countries to teach upon completion of instruction;
- d) The instructors of the regional education centers will be comprised of a multi partisan coalition of educators from throughout the world;

3) **Calls** for the continued use of funds from the International Program for the Development of Communications, Special Account, UNESCO, the UN Development Program, and other sources of funding including national governments and private donors;

4) **Recommends** that the distribution of funds be decided by the IPDC.

Chapter 4



Introduction to Rules of Parliamentary Procedure

Having compiled extensive research on the topic areas, and having developed an understanding of your country's stance on the issue, you are now ready to try to solve the problem while keeping your national interests in mind. Yet you may be unsure of how the actual committee will run. Because the United Nations strives to include every member of the international community, its membership is very large. As a result, debate must follow an organized procedure to be productive. WorldMUN strives to simulate that process and has adopted a series of rules with which to conduct debate. The Rules of Procedure that we use at WorldMUN are a synthesis of parliamentary rules from a variety of sources: the United Nations, Robert's Rules of Order, etc. Don't be discouraged, however; learning the rules is like mastering a new language – at first it is a bit confusing, but after a little practice you will learn how to function in the new environment.

You can find a copy of the Rules of Procedure in both this Guide to Delegate Preparation and the Conference Handbook. You should take some time to familiarize yourself with them now. In reading over and studying the rules, your goal should be to know the rules so well that you can focus on the substantive issues and not be distracted or confused by the procedural aspect of the committee sessions.

Some aspects of parliamentary procedure are often misunderstood. They include:

Precedence (Rule 36) is the hierarchy established between different motions. Thus, after a Director recognizes a motion from the floor, he will ask if there are any other motions on the floor. If, for example, another delegate moves for something different, the Director will act on the motion of higher precedence first.

Quorum: A quorum is the minimum number of delegates who must be present for the committee to conduct business. Unless challenged and shown to be absent, a director may permit debate when he or she feels that one quarter of the members are present. To conduct substantive votes (on resolutions or amendments), a majority of the members must be present.

Points: There are three types of points at WorldMUN. First, a delegate may rise to a point of personal privilege. Although they are in order at any time (a delegate may rise to this point even during a speech), delegates should use caution when employing this point; it should be used only

when a delegate experiences extreme discomfort that may prevent him or her from engaging in worthwhile debate. Second, a delegate may rise to a point of order. Used to call attention to an instance of improper parliamentary procedure, this point is in order only when the floor is open unless it interrupts a speech that is, itself, out of order. Third, a delegate may rise to a point of parliamentary inquiry. This point is used when a delegate is unclear about a specific aspect of parliamentary procedure and is usually phrased as a question. It is not, however, used to obtain substantive information about a topic and may be raised only when the floor is open.

There are several ways in which WorldMUN is unique in its Rules of Procedure:

Amendments: At WorldMUN there are no “friendly” or “hostile” amendments. All amendments are considered equally and must be introduced, debated, and voted upon in the same manner.

Resolution Sponsors: There are no Sponsors of Resolutions. Remember that signing a resolution does not indicate support; it merely indicates that the delegate wishes to hear debate on a particular resolution. As a result, no delegate will be recognized as a “Sponsor” of a resolution.

Points of Information: As indicated above, there are no “Points of Information.” All substantive questions should be addressed directly to the committee staff.

Courtesy: Directors take Rule 10, Courtesy, extremely seriously. All delegates are expected to accord respect to fellow delegates and to the committee staff.

If you are still unclear about the rules of procedure, the committee directors will be able to explain any ambiguities or answer any questions. Do not hesitate to contact them; their contact information is available in your study guides.

Chapter 5



Rules of Procedure

GENERAL RULES

RULE 1: SCOPE

These rules for the General Assembly, the Economic and Social Council, and the Specialized Agencies are self-sufficient, except for modifications provided by the Secretariat, and will be considered adopted in advance of session. No other rules of procedure are applicable.

RULE 2: LANGUAGE

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

RULE 3: DELEGATIONS

Each member will be represented by one or two delegates and one vote on each committee.

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 written 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 that 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 Director will declare the opening and closing of each meeting and may 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 also direct discussions, accord the right to speak, put questions, announce decisions, rule on points of order, and ensure and enforce the observance of these rules. The Director may temporarily transfer his or her duties to another member of the Committee staff. Committee staff members may also advise delegations on the possible course of debate. In the exercise of these functions, the Committee staff will be at all times subject to these rules and responsible to the Secretary General.

RULE 8: QUORUM

The Director may declare a Committee open and permit debate to proceed when at least one-quarter of the members of the Committee (as declared at the beginning of the first session) are present.

A member of the Committee is a representative who is officially registered with the Conference. The presence of a majority of the members will be required for the vote on any substantive motion. 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.

RULE 9: COURTESY

Delegates will show courtesy and respect to the Committee staff and to other delegates. The Director will immediately call to order any delegate who fails to comply with this rule.

RULES GOVERNING DEBATE

RULE 10: AGENDA

The first order of business for the Committee will be consideration of the Agenda.

- A motion should be made to put a topic area 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 or her discretion
- A committee in which only one topic area may be proposed for the agenda will be considered to have automatically adopted that topic area without debate.
- A Speakers List will be established 'for' and 'against' the motion; speakers 'for' will speak in support of the topic area suggested, 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 from two speakers for the motion and from 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 14, 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 Speakers List on setting the agenda is exhausted, debate will automatically be closed even if a motion to close debate would not normally be in order.
- 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 21).

RULE 11: 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 12: 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 is required for passage. The Director may rule the motion out of order.

RULE 13: MODERATED CAUCUS

The purpose of the 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 minutes, and a time limit for the individual speeches. Once raised, the motion will be voted on immediately, with a majority of members required for passage. The Director may rule the motion out of order. O motions are in order during a moderated caucus. If no delegate wishes to speak during a moderated caucus, the caucus shall immediately end.

RULE 14: CLOSURE OF DEBATE

When the floor is open, a delegate may move to close debate on the substantive or procedural matter under discussion. Delegates may move to close debate on the general topic, debate on the agenda, or debate on an amendment. The Director may rule such a motion dilatory. When closure of debate is moved, 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. If the Committee is in favor of closure, the Director will declare the closure of the debate, and move the committee to immediate voting procedure.

RULE 15: SUSPENSION OR ADJOURNMENT OF THE MEETING

Whenever the floor is open, a delegate may move for the suspension of the meeting, to suspend

all Committee functions until the next meeting, or for the adjournment of the meeting, to suspend all Committee functions for the duration of the Conference. The Director may rule such motions out of order. When in order, such motions will not be debatable but will be immediately put to the vote, barring any motions taking precedence, and will require a 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.

RULE 16: POSTPONEMENT AND RESUMPTION OF DEBATE

Whenever the floor is open, a delegate may move 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 has discretion over postponement of debate.

RULE 17: 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 proposal. The Director will recognize two speakers opposing the motion after which 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.

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RULES GOVERNING SPEECHES

RULE 18: 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 will always be posted for the convenience of the Committee. The 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 19: 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 20: TIME LIMIT ON SPEECHES

The Director may limit the time allotted to each speaker. The minimum time limit will be

ten seconds. When a delegate exceeds his/her allotted time, the Director may call the speaker to order without delay.

RULE 21: YIELDS

A delegate granted the right to speak on a substantive issue may yield in one of three ways at the conclusion of his/her speech: to another delegate, to questions, or to the Director. Please note that only one yield is allowed. A delegate must declare any yield at the conclusion of his or her speech.

- Yield to another delegate. His or 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. To turn the floor over to a co-delegate of the same member state is not considered a yield.
- 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, rhetorical and leading and not designed to elicit information. Only the speaker's answers to questions will be deducted from the speaker's remaining time.
- Yield to the director. Such a yield should be made if the delegate does not wish his/her speech to be subject to questions. The moderator will then move to the next speaker.

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. If no yield is made, a yield to the director will be automatically assumed.

RULE 22: 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 and his or her discretion and a delegate granted a Right of Reply will not address the committee except at the request of the Director.

POINTS

RULES GOVERNING POINTS

RULE 23: POINTS OF PERSONAL PRIVILEGE:

Whenever a delegate experiences personal discomfort which impairs his or 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 case may interrupt a speaker, delegates should use this power with the utmost discretion.

RULE 24: 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 only interrupt a speaker if the speech is not following proper parliamentary procedure.

RULE 25: 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 send a note to the dais.

RULES GOVERNING THE PATH TO A DRAFT RESOLUTION

RULE 26: 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 draft resolution format. 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, but otherwise debated proceeds normally on the topic.

RULE 27: DRAFT RESOLUTIONS

A draft resolution may be introduced when it receives the approval of the Director and is signed 20 members in the General Assembly, 10 members in the Economic and Social Council and Regional Bodies, or 5 members in Security Council Simulations. Signing a draft resolution need not indicate support of the draft resolution, and the signatory has no further obligations. Signing a draft resolution only indicates a desire for the draft resolution to be discussed in committee. There are no official sponsors of draft resolutions. A Draft resolution requires a simple majority to members voting 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 second topic area.

RULE 28: INTRODUCTION OF DRAFT RESOLUTIONS

Once a draft resolution has been approved as stipulated above and has been copied and distributed, a delegate(s) may motion to introduce the draft resolution. The Director, time permitting, shall read the operative clauses of the draft resolution. A procedural vote is then taken to determine whether the resolution shall be introduced. Should the motion received the simple majority required to pass, the draft resolution will be considered introduced and on the floor. The Director, at his or her discretion, may answer any clarificatory points on the draft resolution. Any substantive points will be ruled out of order during this period, and the Director may end this 'clarificatory question-answer period' for any reason, including tie 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 is postponed or closed or a draft resolution on that Topic Area has been passed. Debate on draft resolutions proceeds according to the general Speakers List for that topic area and delegates may then refer to the draft resolution by its designated number. No delegate may refer to a draft resolution until it is formally introduced.

RULE 29: AMENDMENTS

Delegates may amend any draft resolution that 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 12 members in the General Assembly, 5 members in the Economic Social Council and the Regional Bodies, or 3 members in Security Council simulations. Amendments to amendments are out order; however, an amended part of a draft resolution may be further

amended. There are no official sponsors of amendments or friendly amendments. Preambulatory 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 may be introduced when the floor is open. If the motion receives the simple majority required to pass, the Director will read the amendment aloud, time permitting. General Debate will be suspended and a Speakers List will be established for and against the amendment.
- A motion to close debate will be in order after the Committee has heard from two speakers for the amendment and from two speakers against or from all the speakers on one side and at least two on the other side.
- Following the normal procedure of Rule 14, 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.

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

RULES GOVERNING VOTING

RULE 30: 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. A motion that requires a simple majority needs more than half of the committee members to vote affirmatively. A motion that requires two-thirds to pass requires exactly two-thirds of the committee members to vote affirmatively. If there is not the required number of speakers for/against a motion, the motion will automatically fail/pass.

RULE 31: SUBSTANTIVE VOTING

The only substantive voting will be voting on draft resolutions. All other votes will be procedural votes. 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 that point, only the following points and motions will be entertained: Division of the Question, Reordering Draft Resolutions, Motion for a Roll Call Vote, Point of Personal Privilege, Point of Parliamentary Inquiry and Point of Order. If there are no such motions, the committee will vote on all draft resolutions. For substantive voting, each country will have one vote. Each vote may be a 'Yes,' 'No,' or 'Abstain.' Members who abstain from voting are considered as not voting. All matters will be voted upon using placards by default, except if a motion for a roll call vote is accepted. A simple majority requires 'Yes' voted from more than half of the members voting (i.e. more affirmative votes than negative votes). Once any resolution has been passed, the voting procedure is closed, as only one resolution may be passed in a topic area. In Security Council Simulations, the five permanent members have the power to veto any substantive vote.

RULE 32: 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 resolutions. 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 in which they came. Voting will continue until either a motion passes, receiving a simple majority, 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 procedures.

RULE 33: DIVISION OF THE QUESTION

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

- The motion can be debated to the extent of at most two speakers for and two against, to be followed by an immediate procedural vote on that motion.
- If the motion receives the simple majority required to pass, the Director will take motions on how to divide the question and prioritize them from most severe to least severe.
- 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, requiring a simple majority, has been passed, the resolution will be divided accordingly, and a separate procedural vote (implying no abstentions) will be taken on each divided part to determine whether or not it is included in the final draft. If all of the operative parts of the substantive proposal are rejected, the draft resolution will be considered to have been rejected as a whole.
- Parts of the draft resolution that are subsequently passed will be recombined into a final document. The final document will be put to a substantive vote as a whole, requiring a simple majority of those voting 'yes' or 'no' to pass.

RULE 34: ROLL CALL VOTING

After debate is closed on any draft resolution, any delegate may request a roll call vote. Such a motion may be made from the floor, seconded by 20 members of the General Assembly, 10 members of the Economic and Social Council and 5 members of Specialized Agencies. A motion for a roll call vote is in order only for substantive votes.

- In a roll call vote, the Director will call countries in alphabetical order starting with a selected member.
- In the first sequence, delegates may vote "Yes," "No," "Abstain," or "Pass." A delegate may request the right to explain his or her vote only when the delegate is voting against the policy of his or her country; such a vote is termed '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 thirty seconds.
- The Director will then announce the outcome of the vote.

PRECEDENCE OF MOTIONS

Motions will be considered in the following order of preference:

1. Point of Personal Privilege (Rule 23)
2. Point of Order (Rule 24)
3. Point of Parliamentary Inquiry (Rule 25)
4. Adjournment of the Meeting (Rule 15)
5. Suspension of the Meeting (Rule 15)
6. Unmoderated Caucusing (Rule 12)
7. Moderated Caucusing (Rule 13)
8. Introduction of Draft Resolution (Rule 28)
9. Introduction of an Amendment (Rule 29)
10. Postponement of Debate (Rule 16)
11. Resumption of Debate (Rule 16)
12. Closure of Debate (Rule 14)

At the start of voting procedure, the following points and motions are in order, in the following order of precedence:

1. Point of Personal Privilege (Rule 23)
2. Point of Order (Rule 24)
3. Point of Parliamentary Inquiry (Rule 25)
4. Reordering Draft Resolutions (Rule 32)
5. Division of the Question (Rule 33)
6. Motion for a Roll Call Vote (Rule 34)

Notes

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Notes