



WOSMUN'25

Rules of Procedure

Two Main Modes

FORMAL DEBATE

- Committee in Session
- Use of the Speakers List
- Delegates must be quiet and Respectful to speaker
- Purpose is Stating Opinions

IN-FORMAL DEBATE

- Suspension of Committee Session
- Caucusing
- Breaking into Small Groups
- Purpose is:
 1. Discussion of Ideas
 2. Questioning Speakers
 3. Diplomatic Negotiations
 4. Developing Support and Consensus
 5. Developing Compromising

Speakers' List

- It is main forum of Debate in in-formal Session.
- New List opened at beginning of Discussion on each topic .
- All Delegates are eligible to Speak.
Nation can speak as often as it wishes.

(Must wait until it has spoken before placing its name back on the speakers' list)

- Can speak for as long as they wish to unless the time limit has been voted by the committee.

(No yielding of excess time to other delegate on – no questioning of speaker)

- Goal is to permit all voices to be heard!!



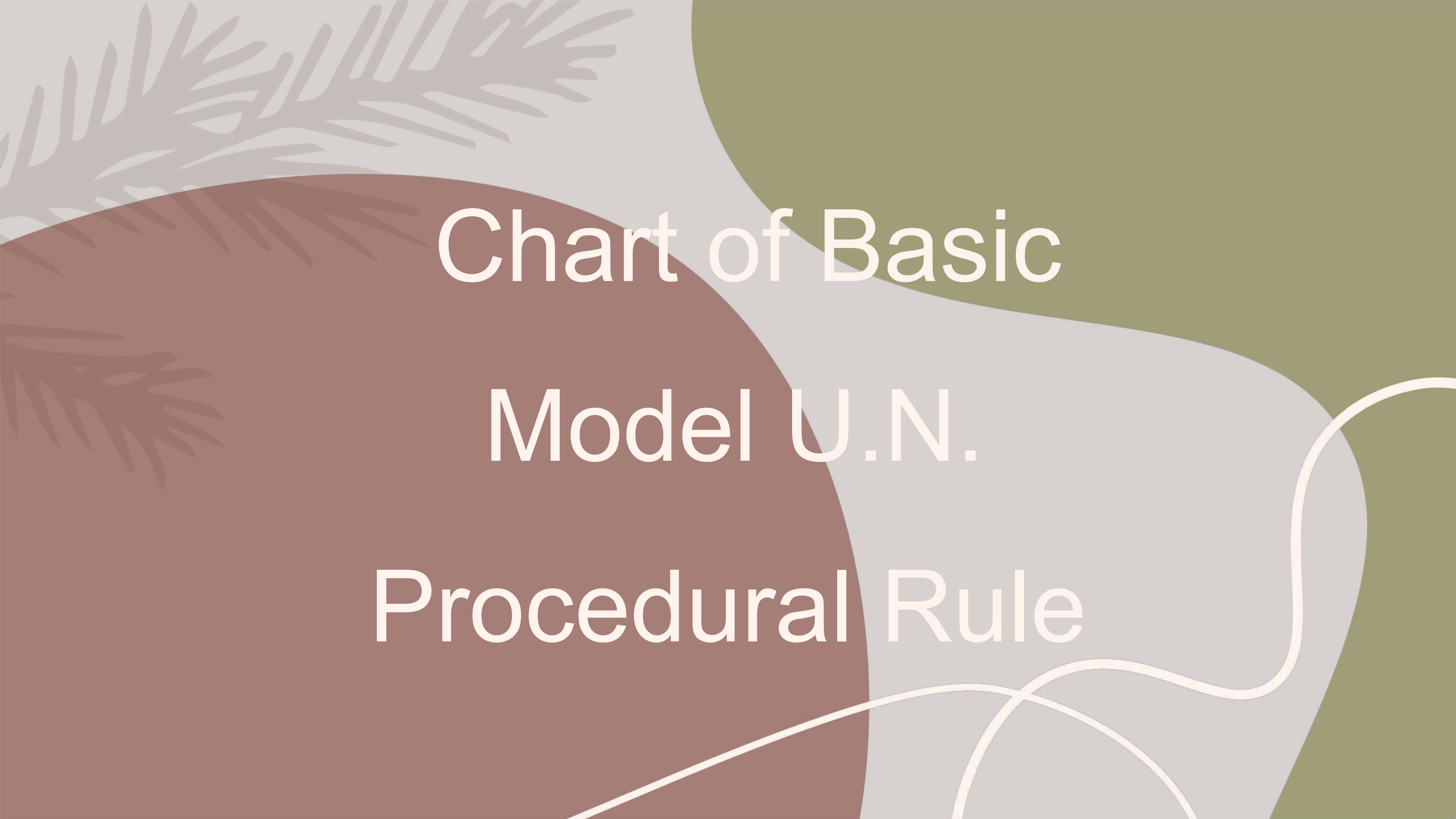
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Chart of Basic Model U.N. Procedural Rule

ROLL CALL

At the beginning of each session, the rapporteur, who's a chair assistant, will start the roll call, to identify the States which are present and the ones who are not.

There are two possible and appropriate responses when your State is called: "PRESENT" and "PRESENT AND VOTING". Delegates who identify their status as "PRESENT AND VOTING" are not permitted to abstain on any substantive vote while the committee is in session. Instead, the delegates must vote strictly in favor or in opposition to any motion before the committee.

For those delegates who may arrive while the roll is being taken, and whose attendance is not recorded, they may send a note forward to the dais to let the chair board know of their arrival and voting status.

Motion to Set Speakers' Time

This is a motion to set or change the speaker's time. It is a procedural motion, which requires two (2) delegates speaking in favor of the amount of time motioned for, and two (2) delegates speaking against it.

The exact words to move this motion are: “***Honorable Chair, the delegation from Utopia moves to set a limit on the speakers time of one minute***”

To pass, the vote requires: Simple Majority

MOTION TO OPEN AND CLOSE THE SPEAKERS' LIST

At some Model U.N. conferences, once the speakers list is closed it is closed for the remainder of the session or topic. However, at most Model U.N. conferences the speakers list can be opened and closed multiple times. Once the speakers list is exhausted, it means no one else wishes to speak, debate is over, and the committee then moves into voting procedure. This motion requires an immediate vote.

In large committees, the dais might only recognize the first 20 or so placards raised due to time constraints. Also, be aware that no State can be placed twice upon the speakers list concurrently: once a delegate has completed allotted speaking time and has been removed from the current list, he/she may then immediately submit a request to the dais to be placed again upon the list.

The exact words to move these motions are: “***Honorable Chair, Utopia moves to open/close the speakers’ list***”

To pass, the vote requires: Simple Majority with no debate

Motion to Suspend Meeting

This motion is made to suspend the meeting for the purpose of a regular caucus or a moderated caucus, but its use also depends upon the conference you are attending. When moving to suspend the meeting, the delegate should specify a certain amount of time and the purpose. This motion requires an immediate vote.

The exact words are: ***“Honorable Chair, Utopia would like to move to suspend the meeting for a period of ten minutes for the purpose of a caucus session to informally discuss...”***

To pass, the vote requires: Simple Majority and no debate is required

Motion to open a Moderated Caucus

This is a motion to suspend formal debate to move into an informal debate. Generally, moderated Caucus are used in committee session to provide a particular direction to the agenda of the committee.

When a committee holds a moderated caucus, the Chair calls on delegates one at a time and each speaker briefly addresses the committee. Many delegates prefer to speak during a moderated caucus rather than being placed on the speaker's list. In a moderated caucus, speakers are usually able to convey one or two key points to the entire committee or share new ideas that have developed through the course of debate. By speaking in a moderated caucus, delegates can address the committee much earlier.

The exact words are: *“Honorable Chair, Utopia would like to suspend formal debate and move to a moderated caucus for the topic _____ With total time of ____ minutes with individual speaker time_____ sec”*

(this is when the delegate wishes to move from formal debate to informal debate but when the informal debate is going on the following is used)

The exact words are: *“Honorable Chair, Utopia would like to raise the motion on the topic.....for a total time period of (10–15–20) minutes with an individual time period of (should not be fraction like 1.2)”*

To pass, the vote requires: Simple Majority and no debate is required

MOTION TO OPEN A UN-MODERATED CAUCUS

This is a motion to suspend formal debate to move into an informal debate. Generally, unmoderated Caucus are used in committee session to provide an informal bloc or lobbying session. During an unmoderated caucus, the committee breaks for a temporary recess from formal proceedings so that delegates can work together in small groups. To hold a caucus, a delegate must make a motion and the committee must pass the motion.

Blocs: different groups that have similar ideas and opinions about the topics. In the real United Nations, there are regional blocs, but delegates can choose to build their own blocs in Model UN. These blocs will typically work together to create a draft resolution.

The exact words are: *“Honorable Chair, Utopia would like to raise the motion for an un-moderated caucus for a total time period of (10–15–20) minutes”*

Motion to Adjourn Meeting

This motion is made to end the committee session until the next session, which at times is until next year. This motion is most commonly made to end committee session for the purpose of lunch or dinner. This motion requires an immediate vote.

The exact words are: ***“Honorable Chair, Ghana moves for adjournment of Meeting”***

To pass, the vote requires: Simple Majority

Motion to Adjourn Debate

This motion must not be confused with the motion to adjourn the meeting. Motion to adjourn debate is at actic to put all the work that the committee has completed on the topic in which they are discussing on hold and to table it. At some Model U.N. conferences, you could table the topic by adjourning debate, move on to another topic and then return to the first topic at later time. However, at most Model U.N. conferences, once you adjourn debate on a topic, the topic is considered tabled and cannot be discussed any more. This motion requires two (2) delegates speaking for the adjournment of debate and two (2) delegates speaking against the adjournment of debate.

The exact words are: ***“Honorable Chair, Utopia moves for adjournment of debate”***

To pass, the vote requires: 2/3 Majority and debate required

MOTION TO CLOSE DEBATE

This motion is made for the committee to move into voting procedure. Once a delegate feels as if they have made their country's position clear, there are enough draft resolutions on the floor, and everyone is ready, a delegate makes a motion to move into voting procedure by moving for the closure of debate. This motion requires only two (2) delegates speaking against the closure of debate and zero (0) delegates for the closure of debate.

The exact words are: ***“Honorable Chair, Utopia moves for closure of debate”***.

To pass, the vote requires: 2/3 Majority

Point of Order

During the discussion of any matter, a representative may rise to a point of order, and the chairperson in accordance with the rules of procedure shall immediately decide the point of order. A delegate may appeal against the ruling of the chairperson (noted below). The appeal shall be put to a vote, and the chairperson's ruling shall stand unless overruled by a two-thirds majority of the members present and voting. A delegate rising to a point of order may not speak on the substance of the matter under discussion, but only in regard of the misbehavior of another delegate.

There are no exact words to move this motion, as it depends on the problem you want to underline

Example: "Point of order! Is it for the delegate to have a direct dialogue with the speaker?"

Point of Inquiry

When the floor is open, a delegate may move for a point of inquiry, in order to ask the chairperson a question regarding the rules of procedure.

Example: “Point of parliamentary enquiry! Can the chair please explain what a policy statement is?”

POINT OF PERSONAL PRIVILEGE

A delegate may raise a point of personal privilege in order to inform the chairperson of a physical discomfort she/he is experiencing, such as inability to hear another delegates speech

Example: “Point of personal privilege due to audibility! Could the speaker please speak louder?”.

Point of Information

After a delegate has given a speech in formal debate, she/he may choose to yield his or her time to a point of information, a question another delegate raises concerning the speech.

Ask chair Example: “Point of information to the chair! Could the chair please tell the house when we’re adjourned for lunch?”

Ask Speaker Example: “Could the honorable delegate please explain how they’re planning to raise awareness on this issue in the rural areas?”

Appeal to the Chair's Decision

This motion is made when a delegate feels as if the chairperson has made an incorrect decision. The delegate wishes to challenge the chairperson and does so by formally making a motion to appeal the chairperson's decision.

This motion may be made verbally or in writing. The opposing delegate speaks, and the chairperson defends his or herself before the vote.

Motion	Purpose	Debate	Vote
Point of order	Correct an error in procedure	None	None
Appeal of the Chair	Challenge a decision	None	Majority
Suspension of the Meeting	Recess Meeting	None	Majority
Adjournment of the Meeting	End Meeting	None	Majority
Adjournment of the Debate	End debate without a substantive vote	2 pro/ 2 con	Majority
Decision of competence	Declare committee unable to consider issue or resolution	None	Majority
Closure of debate	Move to immediate vote	2 con	2/3rds
Declare an important question (GA Plenary only)	Require all substantive actions to obtain a 2/3 majority to pass	2 pro/ 2 con	Majority
Amendments and 1st vote on division of the question	Vote on sections separately, prior to voting in the entire resolution	2 pro/ 2 con	Majority
Roll call vote	Vote by roll call, rather than show of placards	None	none
Reconsideration	Re-open debate on an issue	2 con	2/3rds
Set the speakers' time	Set or change the speakers' time limit	2 pro/ 2 con	Majority
Close speakers' list	No additional speakers added to speakers' list on topic	None	Majority
Adoption of the agenda	Approval of the agenda order	None	Majority

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Tactics and Strategies for Model UN

AT-CONFERENCE PARTICIPATION

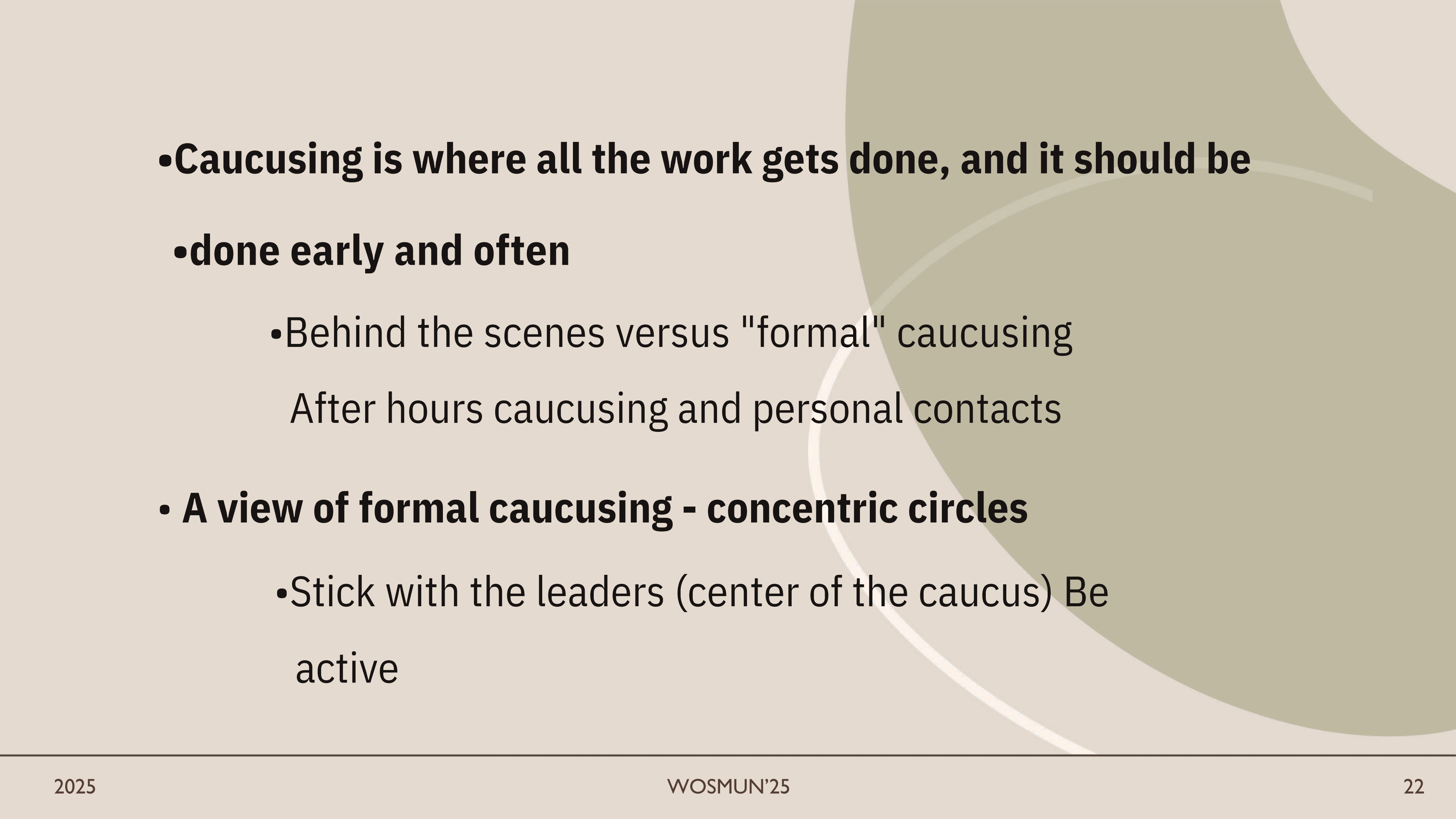
Start caucusing early

Introduce yourself to others when you arrive at the conference site, and especially in the time before the meeting is called to order

When giving a formal speech, make good use of the time

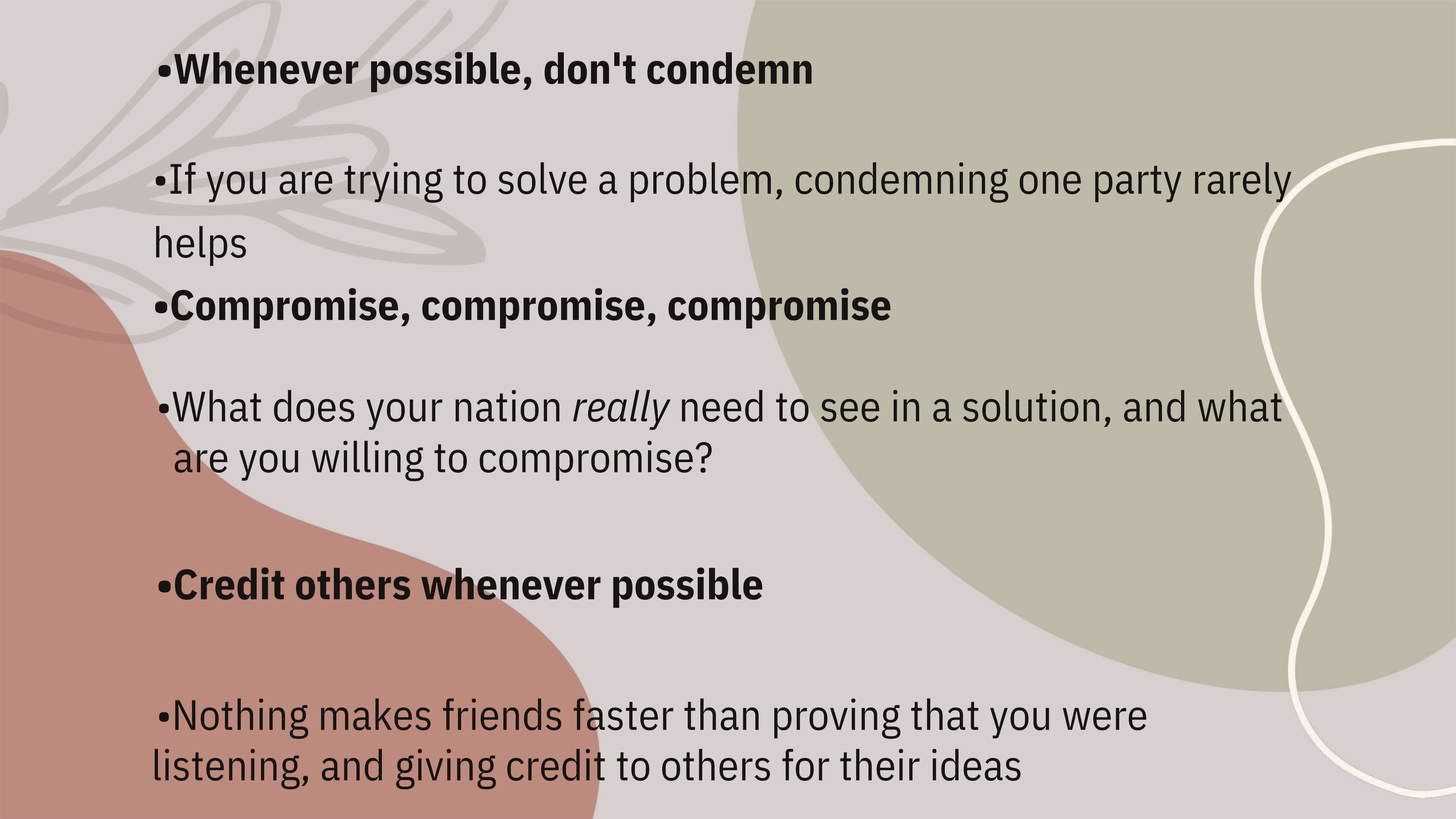
Time for speech may be short, and you need to be prepared. Base your speech on the current circumstances.

Don't read your speech!

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- **Caucusing is where all the work gets done, and it should be**
 - **done early and often**
 - Behind the scenes versus "formal" caucusing
 - After hours caucusing and personal contacts
 - **A view of formal caucusing - concentric circles**
 - Stick with the leaders (center of the caucus) Be active

What is your role?

- Some possible roles:
 - leader, facilitator, whip, wordsmith, consensus builder, typist, follower
- **The only cardinal sin at the UN - never act alone**
 - Strength in diplomacy often comes through numbers
- **Don't write a resolution that just states the problem, *work toward a solution* to the problem first**
- If the answers are simple, why hasn't someone solved it yet?



- **Whenever possible, don't condemn**

- If you are trying to solve a problem, condemning one party rarely helps

- **Compromise, compromise, compromise**

- What does your nation *really* need to see in a solution, and what are you willing to compromise?

- **Credit others whenever possible**

- Nothing makes friends faster than proving that you were listening, and giving credit to others for their ideas

Into the conference roles

- Leader: A Leader is a delegate capable of generating around consenses certain ideas and to drive other nations delegates into certain position.
- Facilitator: Takes the responsibility of prepare summaries and compendiums around a certain topic to facilitate the debate and the consensus building operations. It is a very important roles in committees and must be undertaken with the maximum responsibility.
- Whip: The Whip is a delegate capable of keeping other delegate focused and with high moral; he is capable also to contain complaints and to keep delegates together in the decisional process.

- Wordsmith: A Wordsmith is the delegates who create the resolution, following the suggestions and the ideas that came out from the caucuses. He is capable of summarizing and he has a very good English skills.
- Consensus Builders: A consensus Builder is a delegate capable of approaching and convincing other nations to endorse a certain resolution. He has high negotiation skill, and he is capable to understand other delegate's position and request.
- The Typist: This delegate actually writes the resolutions; he has to be fast and keen in doing it. He is also capable of fast modifying the resolution and he has a deep knowledge of formal rules.



Delegate's ABC

Attire

- o Professional business attire required
- o National symbols of any kind are forbidden
- o Exclusively symbols associated with UN are allowed

BEING A DIPLOMAT

In acting as professional diplomats, delegates must regard the others with utmost respect.

Ideological perspectives and personal disagreements differing from the policy of the country the delegates are representing are inapplicable during simulation.

Leadership and ability to negotiate and compromise are fundamental tools for delegates to be effective.

Conclusions

Remember: When at the conference you are a

diplomat, and the Distinguished Representative of your country - think and act the part and others will treat you that way

Always keep in mind: A diplomat's job (among others) is to "make friends and influence people"

Final advice: Suffer fools gladly!



Thank You

The Secretariat

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