

RULES OF PROCEDURE

Rule 1 General Authority of the Director

The committee can only consider one topic at a time. The committee will decide which topic to debate first in its opening session.

The work of the committee, council or assembly being simulated (the “committee”) shall be administered by the Director. Interpretation of the Rules shall be reserved exclusively to the Director.

The Director has ultimate authority over any decisions and rulings, and his or her decisions are final and not subject to appeal.

Rule 2 General Authority of the Chairperson

In addition to exercising the duties and authority described elsewhere in these Rules, the Chairperson(s) shall declare the opening and closing of each meeting of the committee, direct discussions towards consensus and ensure observance of the Rules.

The Chairperson may rule motions judged not to be constructive to the course of debate as dilatory with the exception of motions to appeal the decision of the Chairperson.

Rule 3 Appeal

Unless otherwise stated in the Rules, a delegate may appeal any decision of the Chairperson in the form of a motion to appeal the decision of the Chairperson.

This motion requires a second. The Chairperson may make an oral statement to the committee in defence of the ruling. The committee will then move directly to vote on the motion. A two-thirds majority is required to overrule the Chairperson's decision.

Rule 4 Official Language and Courtesy

English is the official and working language of the Committee. Delegates shall at all times act with courtesy towards other delegates and the Secretariat.

Rule 5 Participation of Non-Members

Representatives of accredited observers will have the same rights as those of full Member States of the committee (the “members”), except that they may not vote on resolutions. They may draft, distribute and sponsor draft resolutions and amendments.

Rule 6 Setting the Agenda

A motion to set the agenda is in order as the first motion during the opening session of the committee. The delegate making the motion will state the agenda items in the order to be debated. This motion requires a second.

The motion shall be debated with an equal number of speakers for and against the motion. A motion to close debate will be in order after the committee has heard at least two speakers for the motion and two against, or no other delegation wishes to request the floor.

On closure of debate, the committee will move directly to voting procedures. A simple majority is required to set the agenda. If the motion fails, the committee will automatically move to debate the second agenda item. After the committee has adopted or rejected a resolution on the first agenda item, it will move to the next agenda item in the order set.

All motions to suspend the meeting shall be ruled dilatory during the consideration of the agenda. Delegates will not be allowed to yield their time before the agenda is set.

Rule 7 General Debate

After the agenda has been determined and at any time when the floor is open, the Chairperson may ask for speakers to raise their placards to indicate their desire to address the committee.

Speaker's time will be set at the discretion of the Chairperson. A proposal to change the speakers' time may be raised in a Point of Information to the Chairperson. If no delegation wishes to request the right to speak, debate is considered automatically closed.

Rule 8 Suspension of the Meeting

The committee may suspend the meeting to aid in the generation of new proposals and the settlement of complicated issues of contention.

Suspension of the meeting allows time for lobbying. You can use the time to get together with other delegations to draft or merge resolutions. These breaks can also be used for settling more significant disputes over draft resolutions.

There is no formal lobbying time, so a period of suspension is useful at the start of the conference once the agenda is decided. It is also useful at the end of the conference when last minute merging might be required to achieve enough votes to pass a resolution.

A motion to suspend the meeting is in order at any time when the floor is open. The delegate proposing the motion must briefly explain its purpose and specify a time limit not exceeding thirty minutes.

This motion requires a second and a simple majority to pass.

Once the time limit for the suspension has elapsed, a further motion to suspend the meeting may be proposed by the delegates and requires a second and simple majority of members present to pass. A maximum of two extensions may be allowed for any single suspension of the meeting and time for any of the extensions may not exceed the time limit for the original suspension. The Chairperson's decision not to allow a motion for an extension is not subject to appeal.

Rule 9 Closure of Debate

A delegate may propose a motion to close debate on the item currently under discussion at any time when the floor is open. This motion requires a second. Permission to speak may only be granted to up to two delegates opposing the closure, after which the motion shall be put to a vote. Should no delegation wish to speak against the motion, it is considered automatically passed. Closure of debate requires a two-thirds majority.

Rule 10 Speeches

No delegate may address a session without having previously obtained the permission of the Chairperson. The Chairperson may call a speaker to order if his or her remarks are not relevant or are discourteous.

Rule 11 Yields

A delegate granted the right to speak in general debate can, upon completing his or her speech, yield to points of information. The Chairperson shall select questioners, and may call to order any delegate whose question is rhetorical, leading and/or not designed to elicit information. Follow-up questions will be allowed only at the discretion of the Chairperson. The delegate may refuse to answer the question.

The delegate may yield time remaining to another delegate or to the Chairperson. If a yield is made to another delegate, further yields to other delegates are not permissible.

Yields are not in order if the delegate has exhausted the time limit for the speech.

Rule 12 Right of Reply

A delegation that believes its national honour or integrity has been insulted by another delegate may request a right of reply. The request must be made in writing and submitted to the Chairperson without delay.

The decision to grant the right of reply is at the discretion of the Chairperson and is not open to appeal. A right of reply will not be granted solely in order to correct a perceived inaccuracy in a speech. The Chairperson shall determine an appropriate time limit for the reply.

Yields to other delegates are only permitted if there is time left to yield in the original speakers' time.

It is sometimes useful to close debate on amendments or other matters where arguments have been exhausted.

However, a motion to close debate requires debate and a two-thirds majority to pass (unless no one speaks against it, in which case debate automatically closes).



A wide view of the General Assembly.

UN Photo/J Carrier

Rule 13 Point of Personal Privilege

Whenever a delegate experiences personal discomfort, which impairs his or her ability to participate, he or she may rise to a point of personal privilege. While a point of personal privilege may interrupt a speaker, delegates should only do so with the utmost discretion.

Rule 14 Point of Order

A delegate may rise to a point of order to indicate an instance of improper procedure. A delegate shall, in rising to a point of order, clarify the substance of the point. The Chairperson, in accordance with the Rules, will immediately rule upon the point of order. The Chairperson may rule out those points that are dilatory or

improper; such a decision is not subject to appeal. Points of order may not interrupt the speech of a delegate or the Chairperson.

Points of Order are only used to question whether the Rules of Procedure have been appropriately followed. They are not used to question the accuracy of speeches – such points should be made in opposing speeches or points of information.

More than one resolution can be considered at a time, so during debate you will need to direct your comments to the resolutions by their name. The Chairperson will use colours to name the resolutions (Draft Resolution Blue, Draft Resolution Green etc.)

Over time, resolutions will merge or fail to attract the interest of the committee. At the end of the conference, there are likely to be two or three surviving resolutions battling for votes.

Amendments have to be formally introduced by a motion. A vote is required to determine whether the amendment will be discussed. A second vote on whether or not the amendment should be adopted takes place after debate has closed. There are no friendly amendments.

Rule 15 Point of Information to the Chairperson

A delegate may raise a point of information to the Chairperson to request explanation of an aspect of committee business. A point of information to the Chairperson shall not relate to a substantial issue under discussion and it may not interrupt a speaker.

Rule 16 Draft Resolutions

A draft resolution may be introduced when it receives the approval of the Chairperson and is sponsored by ten percent of members and non-members present (rounded up to the nearest whole number).

Sponsoring a resolution need not indicate support of the resolution and the sponsor has no further obligations or ownership of the resolution.

Once a resolution has been approved, and it has been copied and distributed, a motion to introduce the draft resolution may be entertained and it is then automatically introduced for debate.

More than one resolution may be on the floor at any one time, but no more than one resolution may be passed per agenda item.

Rule 17 Amendments

An amendment is a proposal that adds to, deletes from or revises part of a draft resolution. Delegates may amend any draft resolution that has been introduced.

Amendments shall normally be submitted in writing and are subject to the approval of the Chairperson. They require sponsors of not less than one eighth of members and non-members present. No amendment shall be considered with less than three sponsors.

Amendments to amendments are out of order; however, an amended part of a resolution may be further amended. Preambulatory phrases may not be amended.

A delegate may motion to introduce an amendment for debate when the floor is open, which requires a simple majority to pass. An amendment will not be debated if the motion to introduce an amendment fails. Upon successful introduction of an amendment for debate, speakers may request the floor to debate the amendment, with speakers alternating for and against.

If no delegate wishes to speak against an amendment, it is considered immediately adopted.

Once debate is closed on the amendment, the committee will move to an immediate vote. A passed amendment shall be treated as an integral part of the draft resolution under debate. Amendments that do not alter the substance of a draft resolution and that are proposed in order to rectify spelling errors or other minor errors can be passed without vote at the discretion of the Chairperson. There are no friendly amendments.

Rule 18 General Voting Procedure

All members of the committee, including observers, shall have one vote on procedural motions including votes on amendments. No abstentions are permitted on procedural matters.

The only substantive question concerns the adoption of resolutions, where only full Member States may vote. Each vote may be a 'yes', 'no' or 'abstain'. Voting with 'rights' is not permitted. Voting shall normally be by a show of placards.

Only a point of order or a point of personal privilege may interrupt voting procedures and must be made in connection to the actual voting.

Unless specified otherwise in the Rules, decisions of the committee shall be made by a simple

majority of the members present.

If two or more proposals relate to the same question, they shall, unless the committee decides otherwise, be voted on in the order in which they were submitted.

Rule 19 Civil Society Vote on the Substantive Question

Once the members of a committee have passed a resolution, a vote shall immediately be taken of those observers present. This vote determines whether civil society is likely to support the implementation of the resolution. Each vote may be a 'yes', 'no' or 'abstain', with a simple majority required to pass.

Rule 20 Motion to Reorder Draft Resolutions

A motion to reorder draft resolutions will be in order immediately after closure of debate on an agenda item, but prior to entering voting procedures.

The motion requires a second, and a simple majority to pass. If the motion to reorder draft resolutions passes, the Chairperson will then subsequently accept motions specifying the order in which the draft resolutions should be voted on.

Once this is done, the committee will vote on the motions in the order they were submitted, until all fail or one of them passes. A motion specifying the reordering of draft resolutions requires a simple majority for passage.

Resolutions are voted on as a whole; there shall be no division of the question.

Rule 21 Order of Precedence

Points and motions shall be considered in the following, descending order of preference:

1. Point of personal privilege
2. Point of order
3. Point of information to the Chairperson
4. Motion to close the debate
5. Motion to postpone the debate (tabling)
6. Motion to introduce a draft resolution
7. Motion to introduce an amendment
8. Motion to introduce a Statement of the President of the Security Council
9. Motion to suspend the meeting
10. Motion to appeal the decision of the Chairperson
11. Motion to reorder draft resolutions

Unless otherwise specified in the Rules, motions that require a vote shall be considered by the

committee in order of their disturbance to the proceedings, with the most disturbing motions being voted on first.

Annex - Additional rules concerning the Security Council

Rule 22 Security Council agenda

The agenda proposed by the Chairperson shall be considered adopted by consensus in advance of each meeting.

The Chairperson may reopen debate on any closed agenda item so long as he/she considers that the situation has changed significantly since the Council originally considered the topic. The Chairperson may decide to consider further draft resolutions on reopened agenda items. These decisions are not subject to appeal.

Rule 23 Statements of the President of the Security Council

A Statement of the President of the Security Council is a public statement made to the media on behalf of the Security Council members. It does not have to be drafted in resolution format. Statements become formal documents of the Security Council, but are not legally binding.

Any member or non-member may motion to introduce a statement, which requires a unanimous decision to pass.

Rule 24 Decisions of the Security Council

Decisions of the Security Council on procedural matters shall be made by an affirmative vote of nine members and/or non-members.

In accordance with Article 27 of the Charter of the United Nations, decisions of the Security Council on all other matters shall be made by an affirmative vote of nine members including the concurring votes of the permanent members. An abstention by a permanent member would not prevent successful passage of a resolution.

Only one resolution can pass the committee in the final vote. At the start of voting procedures, the resolutions are debated in the order that they are submitted. If the first resolution in this list is passed, the other resolutions are dropped without vote.

This means that it is sometimes useful to reorder the draft resolutions before a vote so that the more contentious resolutions are voted on first or that merged resolutions submitted towards the end of the conference are considered first.

Once a committee has passed a resolution, a second vote is taken of the observers and non-governmental organisations that have participated in debate. This is called the civil society vote

This vote determines whether civil society is likely to support implementation of the resolution that Member States have adopted.