



atidmun

RULES OF PROCEDURE

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AtidMUN XI Rules of Procedure

1. *Points*

1.1. *Point of Personal Privilege*

A Point of Personal Privilege is used in case a personal discomfort impairs your ability to participate in the debate. It may be raised if you wish to change the temperature of the room, leave for the bathroom or the water fountain, charge your laptop, etc., or to ask a delegate to raise his voice. A Point of Personal Privilege may interrupt the speaker only in the latter case.

1.2. *Point of Parliamentary Inquiry*

A Point of Parliamentary Inquiry is used in case you have a question to the chairs concerning the Rules of Procedure. It may be raised at any time; however, it must never interrupt a speaker, though it can interrupt procedure, such as voting or motions.

1.3. *Point of Inquiry*

A Point of inquiry may be raised to ask a fellow delegate a question after they have finished speaking and have yielded their time to POIs. It may only be raised during GSLs or Panel of Authors. **It may not be raised during opening statements or moderated caucuses.**

1.4. *Point of Order*

A Point of Order may be raised in case you feel that the Rules of Procedure are being violated. If the chairs are ignoring the Rules of Procedure, you may approach the Secretariat.

A Point of Order may be raised at any time; however, it must not interrupt a speaker, though it can interrupt procedure, such as voting or motions.

1.5. *Motion to Approach the Chairs*

A Motion to Approach the Chairs is used in case you have a question that doesn't interest the entire committee; this may be a personal question or a clarification on any written material sent to the chairs. It may be raised at any time; however, it must not interrupt a speaker.

As a general note, you may approach the Chairs or any member of the Secretariat or AtidMUN team on any personal issue you might have at any time, so long as it does not interfere with a speaker.

2. Motions

2.1. Motion to Open Debate

This motion formally opens the conference. It is the first motion of every committee; without it, debate cannot begin. Moreover, it is used to resume debate after a Motion to Suspend Debate.

The first matter of business in any committee would be deciding between Topic A and Topic B. The chairs will open the floor to voting on the question of 'Should the committee discuss Topic A?'. If the motion passes, the committee will begin with Topic A; if not, it will begin with Topic B.

The second matter of business would then be conducting Roll Call.

2.2. Motion to Entertain Opening Statements

This motion can be presented as the first order of business in each topic (both A and B), and will allow each delegate to read out their opening statements regarding the topic. The speaking time will be 60 seconds, and the delegates will approach the floor alphabetically.

This motion does not require seconds or voting, it is at the discretion of the chairs.

2.3. Motion to Open the General Speakers' List

This motion formally introduces the General Speakers' List (GSL). Once the GSL has been opened, delegates may add themselves to it by sending a note to the chairs. The speaking time at ATIDMUN is 60 seconds; a delegate may use this time to say anything, so long as it is relevant to the topic of the committee. Anytime there are no motions on the floor, the next delegate on the GSL takes the floor. The GSL elapses whenever the chairs open the floor to motions.

A delegate may yield his time to one of the following:

- a. *The Chairs*, in which case, the delegate will take his seat and his time will automatically end;
- b. *Any delegate present*, in which case the delegate chosen may choose to accept or decline the yield;
- c. *Questions*, in which case the floor would be open to questions; delegates who have such will raise their placards and be selected by the **chairs**. Time runs only during the response.

This motion does not require seconds or voting, it is at the discretion of the chairs.

2.4. Motion for a Moderated Caucus

This motion allows the committee to begin formal debate on any subject within the topic of the committee. When stated, a delegate must mention the overall time, the individual speaking time and the subject of the Caucus. This can be done in the following fashion: “A motion for a ten-minute, one-minute speaking time Moderated Caucus on the subject of X”; a shorter way to introduce the same motion would be “A motion for a 10/1 Moderated Caucus on the subject of X.”

During a Moderated Caucus, the delegates will alter in addressing the subject of the Caucus. Any delegate wishing to speak will raise his placard after the current speaker has finished; the speaker will rise in his own seat and address the committee. **There are no Points of Information or yielding of any sort during a Moderated Caucus.** Once the overall time of the Moderated Caucus has elapsed, the floor will be open to motions.

This motion requires a simple majority to pass.

*A Moderated Caucus may be referred to as a “Mod” for short.

2.5. Motion for an Unmoderated Caucus

This motion allows the delegates to engage in informal debate. Informal debate is not bound by Rules of Procedure, and allows the delegates to move freely throughout the room and interact with each other. An Unmoderated Caucus is primarily used for the building of coalitions and drafting of documents; approaching the Chairs during this time is also permitted.

A Motion for an Unmoderated Caucus must include a time limit: “A Motion for a 15-minute Unmoderated Caucus”. During the Unmoderated Caucus, delegates may approach the Chairs for an extension; an Unmoderated Caucus, including any extensions given, may not eclipse 20 minutes. Once the overall time of the Unmoderated Caucus has elapsed, the floor will be open to motions.

This motion requires a simple majority to pass.

*An Unmoderated Caucus may be referred to as an “UnMod” for short.

2.6. Motion to Introduce a Written Proposal

This motion enables a delegate to introduce any written proposal to the committee; that is, either a Draft Resolution (permitted one exists and has been approved by the chairs) or an Amendment (permitted it is unfriendly [see 4.2]). After this motion is approved by the committee, one of the sponsors of the Written Proposal will present it, reading it in full to the committee.

This motion requires a simple majority to pass. However, it may be immediately granted due to Chair discretion.

(For more information on Draft Resolutions and Amendments, see sections 3 and 4 below).

2.7. *Motion for a Panel of Authors*

After a Draft Resolution has been introduced, delegates may motion for a Panel of Authors. The delegate must state the length of the desired Panel of Authors. In a Panel of Authors, 2-3 of the sponsors and signatories of the Draft Resolution will explain its rationale and then take questions from the committee, which the chairs will pick.

This motion requires a simple majority to pass.

2.8. *Motion to Suspend Debate*

This motion suspends debate; it is used before scheduled breaks (i.e. Lunch).

2.9. *Motion to Close Debate*

This motion will end all debate and the committee will immediately enter voting procedures. The doors will be barred and all those not present in the committee will not be able to participate in the voting process.

This motion requires a $\frac{2}{3}$ majority to pass.

3. Resolution Writing

For advanced and intermediate committees, all writing must be done on the premises of the conference, after the beginning of the first committee session. Writing done beforehand will not be admissible.

3.1. Working Papers

A Working Paper is the first draft of a Resolution. It can be written throughout the conference by any delegate; however, Working Papers cannot be introduced to the committee (in formal debate), they have to become Draft Resolutions first.

3.2. Draft Resolutions

Any Working Paper that was approved by the Chairs is a “Draft Resolution.” A Working Paper may be submitted to the Chairs for approval once it follows these criteria:

- a. It has between 2 and 5 sponsors;
- b. It has at least $\frac{1}{3}$ quorum, both sponsors and signatories.

Chairs can send the Working Paper back to the delegate if the level of writing is insufficient; in such cases, they will provide feedback so as to help the delegate in improving it.

After chair approval, a Draft Resolution would be given a number as its official name (in formal debate). A resolution on the first topic discussed will be labeled Draft Resolution 1.x (x representing the order of approval; 1 if it was approved first, 2 if second, etc.), and on the second topic, 2.x.

3.3. Resolutions

Once a Draft Resolution is voted upon and approved, it becomes the official Resolution of the committee. **Only one Resolution may be adopted per committee.**

4. Amendments

4.1. Friendly Amendments

A friendly amendment must be approved by each of the sponsors of the Draft Resolution before being sent in to the Chairs. The Chairs will then execute these changes without committee debate.

4.2. Unfriendly Amendments

Any amendment which did not receive the approval of each of the sponsors of the Draft Resolution prior to being sent to the Chairs is considered 'unfriendly' and must be voted upon by the committee. If it passes, the Chairs will then execute these changes.

5. ***Voting***

5.1. ***Procedural Vote***

Procedural votes occur during procedure; i.e. during debate (between the motion to open and close debate). A procedural vote requires a simple majority to pass, unless stated otherwise in the specific ROP's of a motion. On a procedural vote, the sum of all delegates who voted 'For', and all who voted 'Against', must equal quorum, meaning, all delegates must vote without exception.

5.2. ***Substantive Vote***

Substantive votes occur after procedure; i.e. after a motion to close debate. A substantive vote requires a simple majority to pass, unless stated otherwise in the specific ROP's of a motion, or by chair discretion.

5.3. ***Voting on Amendments***

Voting on amendments will take place prior to voting on Draft Resolutions. They will be voted upon by the order submitted.

5.4. ***Voting on Draft Resolutions***

Draft resolutions will be voted upon by the order submitted (unless a Motion to Reorder Draft Resolution passes, see 5.2.1 below). Delegates may vote in favor of a draft resolution, against a draft resolution, refrain from voting ('Abstain'), or defer their vote until the rest of the delegates have voted ('Pass'). Delegates who have stated that they are 'Present and Voting' must either vote for or against on draft resolutions, and cannot abstain or pass. **Voting on Draft Resolutions may only be permitted after a motion to close debate has passed.**

These following motions may be presented before the start of substantive voting:

5.4.1. ***Motion to Reorder Draft Resolutions***

This motion allows the committee to change the order Draft Resolutions. After it passes, delegates will motion for a new order; these new orders will be voted upon by the order in which they were presented. If there is no majority for any new order, the old order will remain.

This motion requires a simple majority to pass.

5.4.2. Motion to Vote by Roll Call

Roll Call vote will require every country, in order, to speak its vote out loud ('In favor,' 'Against,' 'Abstain,' or 'Pass').

This motion requires seconds and is up to Chairs discretion.

5.4.3. Motion to Vote Clause by Clause

A Clause by Clause vote will enable delegates to vote on each clause of the resolution separately. Clauses that fail will be stricken out; the revised resolution will be voted upon after all individual clauses have been voted upon.

This motion requires a simple majority to pass.

6. Special Rules of Procedure by Committee

6.1. African Union (AU)

6.1.1. Voting and Special Majority

In the African Union, substantive votes require at least $\frac{2}{3}$ members (14) in favor (regardless of the amount of delegates in the room at a given time). In such cases where the number of total delegates participating is fewer than 20, the required majority shall be set at $\frac{2}{3}$ of the total number of delegates (instead of 14).

6.1.2. Double Delegation

Delegations to the African Union committee are double delegations, meaning that there are 2 delegates representing each member state.

6.1.2.1. Speaking in Formal Debate

Once a delegation has received speaking rights from the chairs, only one of the delegates representing the country may speak. It is up to the delegation to decide who shall speak at any given time.

6.1.2.2. Voting

Each delegation will have one vote; delegates must agree between themselves as to how to cast their vote. If they do not agree, they cannot cast their vote.

6.2. The Organisation for Economic Co-operation and Development (OECD)

6.2.1. Special Majority

In OECD, a substantive vote, unlike in regular committees, would be a $\frac{2}{3}$ majority. Procedural voting remains as is.

6.3. The International Criminal Police Organization (INTERPOL)

6.3.1. Special Majority

In INTERPOL, a substantive vote, unlike in regular committees, would be a $\frac{2}{3}$ majority. Procedural voting remains as is.

6.3.2. Resolutions

In INTERPOL, each day three resolutions can be passed, one for each of the three subtopics. Each resolution is further divided into “active” and “passive” (unless mentioned otherwise). The active part is similar to a public directive, and it establishes specific actions to take forward regarding the scenario, while the passive part is like a standard resolution, which “recommends” actions regarding the subtopic as a whole.

6.3.3. Scenario Updates

At the start of the second day, the committee will receive updates on developments regarding each of the subtopics (see the Study Guide). These updates will be affected by the resolutions (or lack thereof) from the first day. Throughout the second day, delegates must continue to work to either fix, or work upon, their previous actions. Following a Scenario Update, a by-chairs’ discretion Mod on the Update will occur.

6.3.4. Ratification

At the end of the first day, delegates will have 10 minutes to write about their country’s ratification of every resolution passed that day (unless none have passed). This would include what, out of the **passive** parts of the resolutions, they approve and would implement in their country. Ratification is not congruent with voting in favor of a resolution. Delegates may not ratify anything if they so choose.

6.4. European Council (EuCo)

6.4.1. Representation

Delegates to the European Council committee represent Heads of State of Member States of the European Union. They can speak either in the first or third person, and may address their peers using the respective name of the leader.

6.4.2. Conclusions

The Council shall present its findings in the form of conclusions, not resolutions. A sample conclusion will be supplied to any delegate that asks for one.

6.4.3. Voting

Procedural voting requires a simple majority, like in a regular committee; substantive voting, however, requires unanimous support - i.e. a consensus.

6.4.4. Consensus

A Draft Resolution in EuCo requires a simple majority without any votes against to pass. Consequently, a Draft Resolution that gets 51% quorum with the rest of the committee abstaining will pass, but if it got 49% with the rest abstaining, or at least one against, it will fail.

6.5. United Nations Security Councils (UNSC & HSC)

6.5.1. Permanent Members

The Permanent Members of the Council are the People's Republic of China, the French Republic, the Russian Federation, the United Kingdom and the United States of America (official names may differ for HSC).

They may be referred to as the 'P5.'

6.5.2. Quorum

In UNSC, the total possible number of delegates is 15, and minimum quorum is 9; in HSC, it is 11, and 7. There must be at least 9 or 7 (respectively) of the members of the Council present at all times. Debate will cease if the quorum is not filled.

6.5.3. Voting

Procedural votes require at least minimum quorum of members in favor (regardless of the amount of delegates in the room at a given time, meaning, even if there aren't 15 or 11 delegates currently in the room, a procedural vote would still require 9 or 7 in-favors to pass[respectively]); Substantive votes require at least minimum quorum, including all Permanent Members of the Council.

6.5.4. Motion to Make Vote Substantive

Before a procedural vote has begun, any Permanent Member of the Council may raise a Motion to make the Vote Substantive. If passed, the vote will become substantive rather than procedural, and all rules of a substantive vote will apply. The motion will only stay relevant for the specific period of voting in which it has been raised; that means, after a motion has passed, or no motions have passed, procedural votes will return to procedural.

This motion requires a second by another Permanent Member, and is not put up for a vote. If two or more Permanent Members object to it, this motion will fail.

6.5.5. P5 Caucus

Once the floor is open to motions, any Permanent Member of the Council may raise a motion for a 'P5 Caucus.' The delegate must specify the time of the motion. If passed, the room will enter an Unmoderated Caucus during which the Permanent Members will step outside of the Council Chamber and discuss amongst themselves in private.

The Permanent Members may decide to invite a non-P5 member out with them; in that case, the Permanent delegate must raise a motion for a P5+1 Caucus, and specify the delegate they wish to add. There are no P5+2 Caucuses.

This motion requires the unanimous agreement of all P5 members, regardless of the opinion of the rest of the Council.

6.5.6. HSC Time Frame

The Historical Security Council follows the same rules as the regular UNSC, except for the time in which it takes place. This committee will occur between November 5th-6th, 1956. Delegates may only discuss events that happened prior to this time frame.

6.5.7. Double Delegation

Delegations to the United Nations Security Council committee (not HSC) are double delegations, meaning that there are 2 delegates representing each member state.

6.5.7.1. Speaking in Formal Debate

Once a delegation has received speaking rights from the chairs, only one of the delegates representing the country may speak. It is up to the delegation to decide who shall speak at any given time.

6.5.7.2. Voting

Each delegation will have one vote; delegates must agree between themselves as to how to cast their vote. If they do not agree, they cannot cast their vote.

6.6. Crisis

6.6.1. Crisis Staff

6.6.1.1. Backroom

The backroom is in charge of answering directives. In this capacity, they are responsible for “truth” – that is, whatever they say is fact. They can approve or disapprove any directive and can decide its immediate effects and consequences. The success or failure of any directive depends on its plausibility, creativity and relevance.

Backroom can decide to Close Directives at any point in time for any reason, meaning that backroom will not be accepting any directives at this time. This is reversed when the backroom decides to Open Directives.

Backroom can inform any delegate of any action that took place if they deem it necessary; when they inform the entire committee, this is called a Crisis Update.

Backroom staff members are also responsible for judging any directive-related activity of delegates, thus impacting the awards process.

6.6.1.2. Crisis Chairs

Crisis Chairs begin as Heads-of-Cabinet. Thus, in addition to their roles as moderators and judges of the committee, they are also players in the game, and might further their own interests (however, they are not eligible for awards as they are part of the staff). As such, they could be killed, fired or replaced. If that happens, they will still retain their roles as moderators and judges and will be given a different character.

Every public directive must be accepted by the Chairs before being sent to the backroom.

6.6.1.3. Crisis Director

The Crisis Director is in charge of both the Frontroom (Chairs) and the Backroom. The Crisis Director has the final say in any disputes between delegates, Crisis staff or any such combination. They are subordinate to the Secretariat.

6.6.2. Directives

6.6.2.1. Private Directives

Whenever directives are open, delegates can send *Private Directives* to the backroom via the Admins.

These directives contain **personal** action which the delegate takes individually and requires the compliance of no one. Directives must include details of what the delegates wish to accomplish and answer the “WH Questions.” (Who, What, Where, When, Why, and, most importantly, How).

Notice that personal directives can be authored by more than one delegate. In this case, these directives can detail an action that requires the coordination of all authors of the directive. It must include the signatures of all authors.

Each directive will be answered by the backroom. The answer will state whether the action succeeded or failed and the consequences of it. If the consequences are personal, the delegate would be able to choose whether to keep the information a secret or not. If they are not, the backroom will notify anyone who needs to know, and can notify the entire committee (*‘Crisis Update’*).

6.6.2.2. Public Directives

A public directive is a directive that requires the action of the entire committee. It is first sent to the chairs to be added to the Public Directives List. For a public directive to be sent to the backroom, a majority of the Frontroom and the approval of the Chairs must be reached. Under this capacity, the Chairs can choose to disallow any discussion on any public directive.

6.6.3. Motion to Present Directives

If this motion passes, the Chairs will present the Public Directives List and read out all public directives which the committee has yet to vote upon. There will be no discussion on any of these.

This motion requires a simple majority to pass.

If a delegate wishes to discuss a specific public directive, they should first motion to present directives and then motion for a moderated caucus on the specific public directive.

6.6.4. Motion to Vote on Directives

To present this motion, a delegate should state “Motion to vote on directive x,” x being the number given to that specific public directive in the Public Directive List. Delegates can also motion to “vote on all directives on the list” or on some of them.

If this motion passes, the committee will vote upon the aforementioned directives. Any directive that receives majority and the consent of the Chair will be sent to the backroom; those that do not will be deleted by the Chairs.

This motion requires a simple majority to pass.