



# RULES OF PROCEDURE

SiMUN'16

## I. GENERAL RULES

### Rule 1

These rules of procedure apply to the proceedings of 1. the General Assembly, 2. the committees: the Security Council, the Human Rights Council, the Economic and Social Council, the World Health Organization, the United Nations Office on Drugs and Crime and Historical Security Council.

### Rule 2

English shall be both the official and the working language of the General Assembly and its committees. During the debates delegates should address each other and the Secretariat in the **third person** with respect and using proper diplomatic language.

### Rule 3

The Secretariat of Silesian Model United Nations shall consist of: the Secretary General, the President of General Assembly, Chairs and Deputy Chairs and Supporting Staff. Pages shall be regarded as operating personnel, with the Head and Queen of Pages as their managers.

### Rule 4

All delegates taking part in the conference should only refer to this document in regards to any procedural matters.

### Rule 5

The Secretary General/President of General Assembly/Chair shall declare the opening and closing of each General Assembly/meeting of the committee, have complete control of the proceedings at any meeting and shall moderate discussions, announce decisions, accord the right to speak, rule on points or motions, and ensure and enforce the observance of the Rules of Procedure. The Secretary General/President of General Assembly/Chair may temporarily transfer his or her duties to another member of the committee staff. All procedural matters in the General Assembly/committee are subject to the discretion of the Chair. The Secretary General/President of General Assembly/Chair may decide the limitation of the time to be allowed to speakers, the limitation of the number of times each representative may speak and the closure of the debate. The Secretary General/President of General Assembly/Chair may undertake any action that is not covered in the Rules of Procedure in order to facilitate the flow of debate at the conference.

### **Rule 6**

Each delegation shall consist of not more than six representatives.

### **Rule 7**

Delegates can only act as part of their assigned delegation. Delegations can only be replaced and altered under the discretion of the Secretary General.

### **Rule 8**

No representative may address the General Assembly/committee without having previously obtained the permission of the Secretary General/President of General Assembly/Chair.

### **Rule 9**

**Declaring war is strictly forbidden.** Any delegate who suggests this, as well as uses offensive language, misbehaves and expresses racist or otherwise insulting views may be suspended or expelled from the conference.

### **Rule 10**

During all formal proceedings of the conference all delegates shall wear formal/business attire. Delegates may wear the traditional clothing of their countries, but only in a way that is respectful to the country's cultural heritage.

## **II. RULES OF COMMITTEE DISCUSSIONS**

### **Rule 11**

The Chair shall open the meeting by proceeding to a roll-call to indicate how many delegates are present. Delegates shall indicate their presence by raising their placards and saying “present” or “present and voting”.

### **Rule 12**

The Chair shall open the General Speakers List with all present countries in alphabetical order at the beginning of the discussion of each topic. Delegates will then present their Policy Statements when applicable.

### **Rule 13**

The Chair may limit the time allotted to each speaker. Delegates can raise a motion to increase or decrease the speaking time, which will be voted upon by the committee or council. When a delegate exceeds his or her allotted time, the Chair will call the speaker to order.

### **Rule 14**

The delegate who has been recognized by the Chair to address the committee on a substantive issue must yield the floor after their speech. They may choose to:

1. Yield to another delegate. The speakers remaining time is then given to that delegate.
2. Yield to the Chair. The delegate must decide whether they are open or closed to Points of Information. If the delegate is open to Points of Information, other delegates may raise a Point of Information. The Chair shall then move on to the next speaker.

### **Rule 15**

During the Security Council proceedings and General Assembly voting procedure on the resolutions from the Security Council, five permanent members of the council (People's Republic of China, French Republic, Russian Federation, United States of America and United Kingdom of Great Britain and Northern Ireland) have the veto power.

### **Rule 16**

A motion to grant veto power during debates in committees or General Assembly to a country not mentioned in rule 15 will not be recognized.

### **Rule 17**

In the event of an international crisis or emergency situation, the Secretary General or his/her representative may call upon a committee to table the debate on the current topic and proceed to an Emergency Special Session of the General Assembly. After a resolution has been passed on the crisis, the committee will return to debate on the tabled topic. Until a resolution has passed, the committee may return to debate on the tabled topic only at the discretion of the Secretary General or his/her representative.

### **Rule 18**

A guest speaker, expert witness, or representative of an entity that is not a member of the committee may address a committee only with the prior approval of the Secretary General/President of General Assembly.

### **Rule 19**

The Secretary General appoints observers to the conference. Observers may be present in committees during their deliberations, they are however not allowed to address the committee as a whole, Chairs, or any of the delegates during the deliberations. Observers may leave and enter only during breaks or unmoderated caucuses, and only at the Chair's discretion. Chairs may expel an observer from their respective committees if the observer is disruptive or endangers the members of the committee in any way.

### III.POINTS and MOTIONS

#### Rule 20

During the discussion of any matter, a delegate may raise a **Point of Personal Privilege**, and the Chair shall immediately address the point. A Point of Personal Privilege may only be recognized in case of a matter of personal comfort, safety and/or well being of the members of the committee.

#### Rule 21

During the discussion of any matter, a delegate may raise a **Point of Order** and the Chair shall immediately consider the request. A Point of Order may only be recognized if it relates to the failure to comply with the official Rules of Procedure by other delegates/Chair/Staff. The Chair shall recognize the issue and seek a proper solution. A delegate raising a point of order may not speak on the substance of the topic under discussion.

#### Rule 22

After a delegate gives a speech, and if the delegate is open to **Points of Information**, one **Point of Information** (a question) can be raised by each delegate. Points of Information can be directed only to the speaker and allow other delegates to ask questions relating to previous speeches. Follow-up questions are allowed, however there is no right to follow-up a follow-up.

#### Rule 23

If there is no discussion on the floor, a delegate may raise a **Point of Parliamentary Inquiry** to request clarification of the Rules of Procedure. The Chair shall then provide the delegate with a comprehensive answer. A Point of Inquiry may never interrupt a speaker.

#### Rule 24

Upon the recommendation of the Chair or any delegate, the committee may consider a **Motion to proceed to a Moderated or Unmoderated Caucus**. This motion has to be seconded in order to pass without voting, but it has to be voted upon under simple majority if there are any delegates against the motion.

1. **Moderated Caucus:** The motion for a moderated caucus must include a time limit for each delegate's speech and a time limit for the entire caucus. During moderated caucus, the Chair shall recognize delegates with the use of a speakers list. A delegate can add himself/herself to the speakers list by raising their placard.

2. **Unmoderated Caucus:** The motion for an unmoderated caucus requires a time limit to be made. During an unmoderated caucus delegates are allowed to move freely around the conference room and have informal discussions.

### **Rule 25**

A delegate may raise a **Motion for Division** (motion for the parts of a resolution to be voted on separately). The motion is approved by simple majority consent. If the motion for division has passed, the divided parts of the resolution shall then be put to the vote. If all operative parts of the resolution have been rejected, the resolution is to be considered rejected as a whole.

### **Rule 26**

A delegate may raise a **Motion to Table the Resolution**, which, when passed with two-thirds majority consent, immediately stops the discussion on the current resolution and ensures that it will be discussed after all the other resolutions have been debated.

### **Rule 27**

During the discussion on any topic, the delegates may raise a **Motion to Table Debate** on the current topic. The motion shall be put to a vote, where a two-thirds majority is required for the motion to pass. When the motion is passed, the topic is considered tabled and no further actions or votes will be taken on it. A topic may be reintroduced to the committee at the request of the Chair/delegate so that debate can resume through the same process.

### **Rule 28**

A delegate may raise a **Motion for the Closure of Debate** on the discussed topic at any time, after which the debate will end and all draft resolutions and amendments will be put to an immediate vote. This motion requires a two-thirds majority decision.

## **IV. VOTING PROCEDURE**

### **Rule 29**

Each delegate shall have one vote in the committee voting procedures. Each delegation shall have one vote in the General Assembly voting procedures. Each vote may be a Yes, No, or Abstain. On procedural motions delegates cannot abstain. Delegates/delegations declared as 'present and voting' during the roll-call shall be considered as having an affirmative or negative vote (no abstentions) during all voting procedures.

### **Rule 30**

Delegates/Delegations may vote In Favour of or Against a resolution/amendment or may abstain from voting. The committee shall normally vote the roll-call taken in alphabetical order of the official names of the countries present. If the first round of voting results in a draw, delegates/delegations abstaining in the first round of voting will be called upon alphabetically in a second round, at which time they may only answer with an affirmative or negative vote.

### **Rule 31**

If two or more draft resolutions relate to the same question, the committee shall vote on the resolutions in the order in which they have been submitted.

### **Rule 32**

Delegates can amend resolutions after they have been submitted to the Chair. Amendments shall be submitted in writing on the cards provided, one amendment can only change or erase one statement from the resolution. Delegates submitting the amendment may deliver a short speech in favour of the amendment, and other delegates can deliver a speech against. Friendly amendments submitted by a submitter or co-submitter of the resolution do not have to be voted upon, whereas all others are considered unfriendly amendments and shall be voted on with simple majority consent. When two or more amendments are proposed to a resolution concurrently, the committee shall first vote on the amendment that was submitted first. When the adoption of one amendment implies the rejection of another amendment (as decided by the Chair), the later amendment shall not be put to a vote. If one or more amendments are adopted, the amended resolution shall then be voted upon.

### **Rule 33**

None of the aforementioned rules can be renegotiated without permission of the Presidency.

<b>Rule</b>	<b>Second</b>	<b>Debatable</b>	<b>Vote required</b>
<b>Suspension of debate</b>	yes	no	majority
<b>Closure of debate</b>	yes	no	2/3
<b>Limits on debate (set the time)</b>	yes	no	majority
<b>Division of the question</b>	yes	no	majority
<b>Table the resolution</b>	yes	no	2/3
<b>Table the debate</b>	yes	no	2/3
<b>Consideration of an amendment</b>	yes	1 pro/1 con	majority
<b>Consideration of a draft resolution</b>	yes	2pro/2 con	majority
<b>General Speakers List</b>	yes	no	majority
<b>Voting on a resolution</b>	yes	2 pro/ 2 con	majority
<b>Voting on a resolution in Security Council/Historical Security Council</b>	yes	2pro/2con	2/3