

RULES OF PROCEDURE – Espergærde Gymnasium Model United Nations

1. General Rules

1.1. Forums

1.1.1. The committees of the General Assembly (GA) are the following

- 1.1.1.1. 1st Committee (Disarmament and International Security)
- 1.1.1.2. 2nd Committee (Economic and Financial)
- 1.1.1.3. 3rd Committee (Social, Humanitarian and Cultural)
- 1.1.1.4. 4th Committee (Special Politic and Decolonization)
- 1.1.1.5. 5th Committee (Administrative and Budgetary)
- 1.1.1.6. 6th Committee (Legal)

1.1.1. The commissions of the Economic and Social Assembly (ECOSOC) are the following:

- 1.1.2.1. Commission on Narcotic Drugs
- 1.1.2.2. Commission on the Status of Women
- 1.1.2.3. Commission for Social Development
- 1.1.2.4. Commission on Crime Prevention and Criminal Justice

1.1.2. Other simulated forums:

- 1.1.3.1. Security Council
- 1.1.3.2. International Court of Justice (ICJ)
- 1.1.3.3. Crisis Committee

1.2. Language

- 1.2.1. The official- and working language of the conference shall be English.

1.3. Dress Code

- 1.3.1. Male delegates are to be suitably dressed, wearing long trousers, jacket, shirt, tie, and suitable shoes.
- 1.3.2. Female delegates are to wear a trouser-suit or coat and skirt. Skirts should not end higher than one palm over the knees and shirts must have an appropriate neckline.

- 1.3.3. Non-compliance with the dress code may lead to a reprehension and is to be corrected for the further proceedings of the conference.

1.4. Notepapers

- 1.4.1. The passing of notepapers is a possibility for the delegates to communicate within their forum solely on agenda-related issues.
- 1.4.2. Notepapers will only be written in English, the formal language of EGMUN.
- 1.4.3. By raising a hand a delegate signals to be in need of a notepaper and will be provided by the Staff.
- 1.4.4. The notepaper will be screened by the Staff. If not in order it is handed over to the President for further consideration.
- 1.4.5. Any delegate may contact his ambassador by using a notepaper.
- 1.4.6. The President may at any point of time suspend notepaper passing.
- 1.4.7. Notepaper passing is out of order during moderated caucus.

1.5. General Rules of Conduct

- 1.5.1. The President and the members of a forum are to be addressed in third person singular only.
- 1.5.2. Each delegate refers to himself in third person singular or first person plural only, when speaking on behalf of his delegation
- 1.5.3. The delegates always rise in order to speak and remain standing while speaking and receiving answers.
- 1.5.4. There will be no dialogue on the floor.

2. Points of the Committees of the GA, the Councils of ECOSOC, and the SC:

2.1. Point of Order

- 1.1.1. Indicates an instance of improper parliamentary procedure, for instance if an NGO is voting upon a resolution despite the fact that it does not have the mandate to do so.
- 1.1.2. The President in accordance with these rules of procedure will immediately decide upon the Point of Order
- 1.1.3. A representative raising a Point of Order may not speak on the substance of the matter under discussion.
- 1.1.4. A Point of Order may only interrupt a speaker if the speech is not following proper parliamentary procedure.
- 1.1.5. The President will decide upon this matter.

2.2. Point of Personal Privilege

- 2.2.1. May refer to any personal discomfort, which impairs the delegate's ability to participate in the proceedings e.g. warmth, the need for a toilet visit.
- 2.2.2. A delegate may raise this point to request that this discomfort is corrected.
- 2.2.3. A Point of Personal Privilege referring to audibility may interrupt a speaker.
- 2.2.4. The President will decide upon this matter.

2.3. Point of Parliamentary Inquiry

- 2.3.1. Allows questioning the President about any item regarding the rules of procedure.
- 2.3.2. A Point of Parliamentary Inquiry may never interrupt a speaker.
- 2.3.3. The President will decide upon this matter.

2.4. Point of Information

- 2.4.1. Is addressed to either the President or the Speaker.
- 2.4.2. Allows the delegate to address the speaker or the President in form of a question referring to a previous statement of a speaker or concerning an issue that the Point of Parliamentary Inquiry does not deal with, for instance lunch break or tickets for the bus.

2.4.3. The President will entertain Points of Information according to the time schedule previously set by the Chairperson and the acceptance of the Speaker.

3. Motions of the Committees of the GA, the Councils of ECOSOC, and the SC:

3.1. Motions can be made by raising the motion card and the placard.

3.2. The delegate is to wait until recognized by the President.

3.3. The delegate must then rise and state the motion.

3.4. Every motion interrupts the formal debating process and has to be decided upon instantly.

3.5. To be considered by the President, a motion always has to be seconded at least twice.

However, this does not include:

- i. Motion to Follow Up
- ii. Motion for a Right of Reply
- iii. Motion to Explain the Vote
- iv. Motion to Amend the Resolution.

3.6. If an objection is filed the motion will not be considered by the President unless she/he decides to. Motions have to be decided upon either by the President, by the forum with a simple majority or with a two-thirds majority.

3.7. The following motions can be objected: i. Motion to Move into Open Debate ii. Motion to Limit/Extend Debating Time iii. Motion to Declare this an Important Question

3.8. The President only decides upon following motions:

3.8.1. Motion to Follow Up allows the delegate to ask for a further elaboration on a Point of Information.

3.8.2. Motion for a Right of Reply is a delegate's option to state a complaint about a possibly offending or insulting diction or behaviour of a previous speaker. The President is to decide whether this is the case and will entertain the motion according to this.

3.8.3. Motion to Explain the Vote The motion can be directed towards any delegate that has taken the floor during the debate of the topic that had been voted upon, and has expressed an opinion contradicting his vote.

3.8.4. Motion to Amend the Resolution can be used to submit an amendment to the resolution of either friendly or unfriendly character. The Motion to Amend the Resolution allows the delegates to change, strike out, or add clauses, parts of clauses, and/or single words in the operative part of a resolution. This Motion will only be entertained after the Presidency has received an amendment sheet from the delegate who is making the Motion.

- i) Motion to make an Amendment to the Second Degree can be used to amend an amendment. Amendments to the second degree will be allowed, but no further amendments. The first degree amendment is automatically passed, when the amendment to the second degree passes, unless the amendment to the second degree is passed by acclamation.

3.8.5. Motion to Divide the House leads to a Roll Call Vote. If put forward, it cannot be objected and the President immediately decides upon its accomplishment.

3.9. Motions that are decided upon by the President and that can be objected are:

3.9.1. Motion to Suspend the Meeting can interrupt the formal debate for a limited amount of time set by the President due to an exceptional reason e.g. a request for extended lobbying time.

3.9.2. Motion to Move into Time Against the Resolution immediately ends the time in favour of the draft resolution. Can be proposed only in the Time in Favour.

3.9.3. Motion to Move into Open Debate allows the delegate to speak either in favour or against the item under discussion.

3.9.4. Motion to Move into Voting Procedure ends the discussion about the draft resolution and leads directly into voting procedures. The motion can be entertained only in Time Against the Resolution.

3.10. Motions that are decided upon by the forum with a simple majority are:

3.10.1. Motion to Limit/Extend Debating Time allows the delegates to shorten or extend the time available for a specific discussion.

3.10.2. The Motion to Declare this an Important Question allows the delegates to declare the draft resolution a matter to be decided upon by the forum with a two-thirds majority.

3.11. Motions that are decided upon by the forum with a two-thirds majority are:

3.11.1. Motion to Adjourn the Debate unconditionally terminates the discussion of the item under consideration without entertaining voting procedures.

3.11.2. Motion to Appeal Against the Decision of the President applies in cases where the forum doubts decisions made by the President. If the forum appeals against the decision of the President, and the President considers his overruling inconsistent with the principles of these rules of procedure, the Secretary General shall have the final decision to settle the conflict.

3.12. Other Motions:

3.12.1. Motion to Adopt the Resolution by Acclamation can be put forward in order to pass a resolution consensually without voting procedures. This Motion is never voted upon. If objected once, it will not be entertained.

4. Moderated Caucus:

4.1. The moderated caucus is an informal debate in the General Assembly where the students ask as student concerning the understanding of the resolution before the political debate upon the resolution.

4.1.1. The main-submitter present the opinions and ideas put down in their resolution regarding an agenda item. Following, they may be open to points of information.

4.1.2. The purpose of moderated caucus is to facilitate substantive debate, for the delegates to lobby for their improved working papers at critical junctures in the discussion, for the different delegations to enlarge their spectrum of input and to enhance the forum's detailed knowledge about the items under discussion.

4.1.2. Motions are not in order during moderated caucus. Notepaper passing is suspended for the duration of moderated caucus.

5. Voting Procedures

5.1. General

5.1.1. All Points and Motions are out of order during voting procedures except the Point of Personal Privilege referring to Audibility.

5.2. Substantive Vote

5.2.1. The vote is regarded as substantive when referring to a resolution.

5.2.2. Each member of a Forum has one vote. One may vote in favour, against, or may abstain from the vote. To reach a majority only those in favour and against are taken into account.

5.2.3. All resolutions need a simple majority to be passed, except for those issues declared as important questions, which need a two-thirds majority to be passed. Important questions are those concerning the maintenance of international peace and security, budgetary questions.

5.2.4. NGOs and IGOs may participate in a substantive vote by showing their placard. However, their vote will not be saved on record.

5.3. Procedural Vote

5.3.1. The vote is regarded as procedural when referring to a motion or an amendment.

5.3.2. Each member of a Forum has one vote. One may vote in favour or against, and may not abstain from the vote.

5.3.3. NGOs and IGOs have the right to participate in any procedural vote.

5.4. Roll Call Vote

5.4.1. If a delegate has made a Motion to Divide the House the Presidency will call upon each nation's vote by a Role Call in alphabetic order. Each delegate will then answer whether he or she is in favour or against.

5.5. Voting Procedures solely applying to the Security Council

5.5.1. P5 country voting against a resolution or amendment in the Security Council will use their veto power.

5.5.2. A P5 country may call for P5 caucus which is an informal debate between the delegates of the P5 nations lead by the Presidency. This is primarily used to solve conflicts regarding a veto.

6. Amendments

- 6.1.** The Motion to Amend the Resolution allows the delegates to change, strike out and/or add clauses, parts of clauses and/or single words in the operative part of a draft resolution.
- 6.2.** Amendments have to be handed in to the Presidency in written form. By raising a hand a delegate signals to be in need of an amendment sheet and the Staff will provide this. After having filled out the form it is delivered to the President via the Staff.
- 6.3.** Following, the delegate has to raise the Motion/Point-Card in order to put forward the motion. The entertainment of the motion by the President depends on the conformity of the proposed amendment with these Rules of Procedure. If entertained, the formal debate on the draft resolution is suspended for the duration of a limited time of formal debate on the amendment.
- 6.4.** Amendments are discussed following the same rules as draft resolutions.
- 6.5.** Amendments are decided upon by procedural vote.
- 6.6.** Friendly Amendments are changes made to the draft resolution or to an amendment that are immanently non-substantive matters, including but not limited to grammatical or spelling mistakes and the resolution format, which are decided upon by the President.
- 6.7.** An amended part of a draft resolution may be further amended. Only amendments to the second degree will be allowed.

7. Formal Clearing Office and Approval Panel

7.1. The Approval Panel is granted the power to check the content of resolutions and look for:

7.1.1. Charter violations

7.1.2. Incorrect language and grammar

7.1.3. Incorrect structure

7.2. The Approval Panel may alert the Secretary General if the resolution contains:

7.2.1. Improper political content

7.2.2. Charter violations

7.2.3. Other relevant problems

7.3. The Approval Panel may not solemnly reject a resolution

7.4. The Approval Panel may give recommendations to the main-submitter considering:

7.4.1. Any recommendations made by the Approval Panel must be considered

7.4.2. The main-submitter has final authority

7.5. The Formal Clearing Office is granted the power to check the content of the resolution and look for:

7.5.1. Incorrect formatting

7.5.2. Incorrect structure

7.6. All resolutions submitted to a chair must be checked by the Formal Clearing Office

7.7. The Formal Clearing Office may demand changes in a resolution concerning the formatting of the resolution.