

Rules of Procedure

MMUN

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Introduction

Rules of procedure define how every session at MMUN operates and are meant to facilitate debate. Parliamentary rules are generally designed to ensure three basic concepts:

- Order throughout debate
- Fairness in debate
- Collegiality in debate

Though parliamentary procedure can seem overly formal, awkward, or difficult to understand, rules are in place, in part, to eliminate direct confrontation and hostilities that can occur when parties are debating opposing viewpoints. Rules of procedure establish a common understanding of how work gets done and ensure that all parties that seek to influence the process have the opportunity to do so. Rules of procedure form the foundation upon which diplomacy occurs.



At MMUN, the rules of procedure are based on a blend of United Nations rules and Roberts Rules of Order. Our rules differ significantly from those of many other model UN conferences, in part because of our philosophy of empowering delegates while ensuring fairness in debate. Rules that are used at other conferences but not described in this document may not be used in any session at MMUN.

Rules Basics

Delegates may utilize a rule by raising their placard in committee. There are two types of formal actions that a delegation may rise to: a point or a motion.

Points are generally urgent items that require an immediate response or action from the Chair. Points do not change the “state” of the committee - they are merely used to correct errors or ask questions. Points are not voted on by the committee. Delegations may rise to a point by raising their placard and stating aloud which point they wish to make. Aside from pointing out an error in procedure by the Chair, points should never be used to interrupt someone who is speaking.

Motions are used to change the “state” of the committee or a proposal on the floor. Most motions require a *second*, which is an affirmation from another delegation that they support the motion. Delegations may make motions by raising their placard when the Chair indicates that it is appropriate to do so. If recognized by the Chair, the delegation may indicate what motion they intend to make. After the motion is made, any other delegation may say “second” aloud to indicate their support. If a motion is *seconded* and is in order (meaning that it aligns with the rules and does not disrupt the flow of committee), it will be accepted by the Chair. Accepted motions will be voted on by the committee and, if they pass, their actions take effect.

Rules training is provided before the conference begins and any new delegates are encouraged to attend. If at any time you have a question regarding the rules of procedure, you should feel free to approach your committee staff.

Rules Explanations

Below are descriptions of how to use some of the most common points and motions included in the MMUN rules of procedure. Each description will also include an example of how the point or motion may be used in committee. Although individual Chairs may describe the rules slightly differently than they are described here, all interpretations will be based on the full rules of procedure, which are included at the end of this guide.

Rules listed below are in order of **precedence**. At MMUN, points are generally dealt with as they arise, but, when a Chair requests motions, multiple are usually taken at once. Motions are voted on by the committee first in order of precedence and then, if multiple motions are of the same type, in the order received. All motions of the same type are considered equal and therefore do not take precedence over one another. When a motion passes, any remaining motions of the same type are not considered.

Some motions are **debatable**. When a motion is debatable, the Chair will ask for speakers in favor and opposed to the motion. Delegations that are recognized to speak will be granted a short amount of time to voice their support for or opposition to the motion that is about to be voted on. These speeches are considered procedural in nature; delegates speaking on debatable motions may only speak to the procedure and motion itself and not directly on any of the substance of the topic at hand.

Delegates should also be aware that some rules may only be used at certain times. Additionally, Chairs may choose to reject motions if they are considered **dilatory**. Dilatory motions are those that may obstruct the work of the body, duplicate a recently failed motion, or are not considered timely. To ensure they are not making dilatory motions, delegates should maintain awareness of the needs of the committee and which motions have recently been made.

If a delegate makes a motion that has not yet been voted on, they may choose to **withdraw** the motion, removing it from consideration. A Chair may, at times, ask if a delegation wishes to withdraw a motion. A delegate may also inform the Chair of their desire to withdraw a motion during a recess of the meeting.

Point of Order

Delegations should rise to a point of order if they believe that the Chair has made an error in procedure or neglected to follow a rule. Points of order should be made immediately following any error to allow for immediate correction. When making a point of order, delegate should maintain strict professionalism and plainly state the error that they believe has been made.

Ukraine raises their placard in the air.

Ukraine: Point of order.

Chair: Ukraine, to what do you rise?

Ukraine: The motion for consideration of a topic area is debatable, but the Chair did not request speakers in favor or opposed.

Chair: Thank you Ukraine, that is correct. We will now reconsider the motion for consideration to consider topic A. Turkey, you made the motion, would you like to speak in favor?

Points of order are never used to ask questions of the Chair or to highlight misconduct by another delegation. Additionally, a point of order cannot be used to question the result of a placard vote.

Point of Privilege

A point of privilege is used to make a request of the Chair. If there is something that is affecting the experience of delegates in the committee, such as speaker volume, outside disruption, or something else, delegates may rise to a point of privilege to request remedy. This point is less commonly used as if there is an issue that is not urgent, delegates should approach the dais staff during a recess of the meeting rather than rising to a point of privilege.

Peru raises their placard in the air.

Peru: Point of privilege.

Chair: On privilege, Peru.

Peru: Thank you Chair. There is substantial noise coming from the hallway that is making it difficult to hear speakers. Can the Chair please have this door closed?

Chair: Thank you Peru. The Chair will have the door closed momentarily.

Points of privilege may not interrupt a delegate that is currently speaking. If there are issues with room temperature, lack of water, or other non-urgent issues, delegates should approach a member of staff during a recess of the meeting.

Point of Inquiry

If during a session a delegation has an urgent question regarding the rules of procedure, they may rise to a point of inquiry. Chairs may, after explaining a rule or set of rules, also ask if any delegations have points of inquiry.

Malaysia raises their placard in the air.

Malaysia: Point of inquiry.

Chair: On inquiry, Malaysia.

Malaysia: Could the Chair please explain what will happen to the unapproved working papers if the motion to close debate passes?

Chair: Thank you Malaysia. If the motion to close debate passes, we will vote on the draft resolutions that are on the floor. Any working papers that have not been approved as draft resolutions and brought to the floor will not be voted on and may not be brought to the floor in this committee.

Delegates should use care in asking parliamentary questions of the Chair during formal sessions. If a question is not urgent, delegates should approach the dais staff during a recess of the meeting to ask it.

Adjourn

A motion to adjourn is used to end the meeting and cease all work. *Motions to adjourn will only be considered at the conclusion of the last committee and plenary sessions.* Motions to adjourn do not include an indicated period of time for adjournment.

Chair: Are there any delegations wishing to make a motion?

Several delegations raise their placard.

Chair: Micronesia, to what do you rise?

Micronesia: Micronesia moves to adjourn the General Assembly Second Committee.

Chair: Thank you Micronesia. That was a motion to adjourn the meeting. Are any seconds?

Multiple Delegations: Second.

Chair: Seeing multiple seconds, we will now consider the motion to adjourn the meeting. All those delegations in favor of adjournment, please raise your placards.

Multiple delegations raise their placards to indicate they are in favor of the motion.

Chair: All opposed.

One delegation raises their placard, indicating opposition to the motion.

Chair: Thank you delegates. This motion passes. The General Assembly Second Committee is adjourned.

Motions to adjourn require a simple majority, meaning that the motion must receive more yes votes than no votes to pass.

Consider a Topic Area

When the committee is not in consideration of any topic, sometimes referred as being in “open debate,” this motion may be used to bring a topic on the agenda to the floor. This motion is important as until a topic is brought to the floor, its specifics may not be discussed during formal speeches and working papers on the topic may not be reviewed by Dais Staff. Motions to consider a topic area are debatable.

Chair: Do any delegates wish to make a motion at this time?

Several delegations raise their placard.

Chair: Turkmenistan.

Turkmenistan: Turkmenistan moves to consider topic A.

Chair: That was a motion by Turkmenistan to bring topic A, Nuclear Non-Proliferation, to the floor. Is there a second?

Multiple Delegations: Second.

Chair: Seeing multiple seconds. Are there any other motions?

No other delegations raise their placard.

Chair: Seeing none, we will now consider Turkmenistan’s motion to consider topic A. This motion is debatable. Turkmenistan, you made the motion, would you like to speak in favor?

Turkmenistan: Yes.

Chair: Thank you. Any other delegations wishing to speak in favor?

Multiple delegations raise their placard.

Chair: Brazil. Are there any delegations wishing to speak opposed?

India raises their placard.

Chair: India. Seeing as we have only one delegation wishing to speak opposed, we will only have one delegation speak in favor. Please line up at the microphone in the order of Turkmenistan then India. Each of you will be granted 15 seconds to speak. Turkmenistan, you are recognized.

Turkmenistan begins their statement.

Speeches on consideration of a topic area may compare the relative importance of the two topics or highlight the importance of the topic being proposed but should not get into the substantive details of either topic. Motions to consider a topic area require a simple majority.

Bring an Item to the Floor

Once a draft resolution or amendment has been approved by the dais staff, delegates may motion to bring it to the floor. Once an item is on the floor, it is considered “of the body” and may be directly referred to in speeches. Before being accepted and brought to the floor, working papers and the clauses within them may not be directly discussed in formal speeches. Except for in Security Council committee, if the item brought to the floor is a draft resolution, the sponsors will be immediately granted presentation rights to explain their draft resolution to the committee. Resolutions passed on to plenary sessions have sponsors removed; but speeches in favor are allowed when a resolution is brought to the floor. Motions to bring a draft resolution or amendment to the floor do not require a second and are not debatable.

Chair: Delegates are reminded that there are two approved draft resolutions that may be brought to the floor. Are there any points or motions at this time?

Several delegations raise their placard.

Chair: France, to what do you rise?

France: France moves to bring draft resolution A-1 to the floor.

Chair: Thank you France. Are there any other points or motions?

Several delegations raise their placard.

Chair: China, to what do you rise?

China: China moves to bring draft resolution A-2 to the floor.

Are there any other points or motions?

No delegations raise their placard.

Chair: Seeing none. We will consider these motions in the order received, starting with France's motion to bring draft resolution A-1 to the floor. This motion does not require a second and is not debatable; draft resolution A-1 is now on the floor. The sponsors of draft resolution A-1 will be granted 5 minutes of presentation rights. Sponsors of draft resolution A-1, please approach the front of the room.

Presentation rights are an opportunity for the sponsors of a draft resolution to explain it in detail to the committee and answer questions. Additional information on sponsorship and presentation rights is available in the Delegate Handbook.

Recess

A motion to recess temporarily suspends the formal meeting to allow for informal debate in caucuses, meal breaks, and overnight breaks. A motion to recess always includes for how long the committee will be in recess or until what time. Motions to recess should not indicate a reason for the recess. It is very common for multiple motions to recess to be considered at a time. Delegates should always make the time for recesses a multiple of 5 minutes and should avoid making motions similar to those already on the floor (i.e. a 20 minute recess instead of a 15 minute recess). Motions to recess are the primary motion that affects the flow of committee, as shown below.



Chair: Are there any motions?

Several delegations raise their placard.

Chair: Tunisia.

Tunisia: Tunisia motions to recess the meeting for 20 minutes.

Chair: Thank you Tunisia, that was a motion to recess the meeting for 20 minutes. Is there a second?

Afghanistan: Second.

Chair: Seconded by Afghanistan. Are there any other motions?

Several delegations raise their placard.

Canada: Canada.

Canada: Canada motions to recess the meeting for 10 minutes.

Chair: Thank you Canada, that was a motion to recess for 10 minutes. Is there a second?

No delegation indicates that they wish to second the motion.

Chair: Seeing no second, this motion will not be considered. Are there any other motions?

Several delegations raise their placard.

Chair: Chile.

Chile: Chile moves to recess the meeting for 30 minutes.

Chair: That was a motion by Chile to recess the meeting for 30 minutes. Are there any seconds?

Multiple Delegations: Second.

Chair: Hearing seconds. There are two motions to recess on the floor, one for 20 minutes and the

other for 30 minutes. We will consider them in the order received, beginning with Tunisia's motion for a 20 minute recess. All those in favor of a 20 minute recess, please raise your placard.

MMUN attempts to simulate negotiations as they take place at the United Nations and therefore, unlike some other model UN conferences, does not have moderated caucuses. Motions to recess for a moderated caucus will not be accepted. Motions to recess require a simple majority.

Close Debate

When delegates feel that they have finished their work on any topic, they may move to close debate. A motion to close debate immediately ends discussion on the topic and allows any draft resolutions that have been approved and moved to the floor to be voted on. If the motion to close debate passes, any working paper that has not been approved and as a draft resolution and brought to the floor will not be voted on and will not be able to be later considered by the committee. This motion is debatable.

Chair: Delegations wishing to make a motion, please raise your placard at this time.

Several delegations raise their placard.

Chair: Russian Federation.

Russian Federation: Russian Federation moves to close debate.

Chair: Thank you Russian Federation, that was a motion to close debate. This motion is debatable, Russian Federation, would you like to speak in favor?

Russian Federation: Yes.

Chair: Thank you. Any other delegations wishing to speak in favor?

Multiple delegations raise their placard.

Chair: China. Are there any delegations wishing to speak opposed?

No delegations raise their placard.

Chair: As we have no speakers opposed, we will not have any speakers in favor. We will not vote on the motion to close debate. All those in favor?

The motion to close debate is the most common way to enter voting procedure. If debate is closed without any draft resolutions on the floor, nothing will be voted on. Once voting has concluded, the committee is back in open debate and a new topic must be brought to the floor.

Limit

Limits may be played on both speaking time and general debate. When moving to limit speaking time, delegates must indicate either a total amount of time, in minutes, that delegations will be allowed to speak, or times for both speaking and answering questions. If passed, the new limit on speaking time will be enforced by the Chair. There is no default limit on speaking time.

When moving to limit debate on a topic, delegates should indicate the amount of time, in hours, that the debate should be limited to. Scheduled breaks, including meal and overnight breaks, do not count against this limit, though all other recesses do. If the motion to limit debate passes, when the time limit is reached, debate immediately closes and any draft resolutions and amendments on the floor will be voted on. Limiting debate is rarely used as the committee may simply move to close debate at any time.

Chair: Are there any points or motions?

Several delegations raise their placard.

Chair: Ethiopia.

Ethiopia: Ethiopia moves to limit speaking time to 3 minutes.

Chair: Thank you Ethiopia. That was a motion to limit speaking time to 3 minutes. Is there a second?

Several Delegations: Second.

Chair: Seeing multiple seconds. Are there any other points or motions?

Several delegations raise their placard.

Chair: Zambia, to what do you rise?

China: Zambia moves to limit speaking time to 2 minutes for speaking and 2 minutes for points of information.

Chair: Thank you Zambia. That was a motion to limit speaking time to 2 minutes for speaking and 2 minutes for points of information. Is there a second?

Several Delegations: Second.

Chair: Seeing multiple seconds. Are there any other points or motions?

Several delegations raise their placard.

Chair: Republic of Korea.

Republic of Korea: The Republic of Korea moves to limit debate on topic A to 2 hours.

Chair: That was a motion by Republic of Korea to limit debate to two hours. As a reminder, the motion to limit debate on a topic means that after two hours of debate we will immediately move into voting procedure, whether or not there are approved draft resolutions on the floor. Are there any seconds?

Israel: Second.

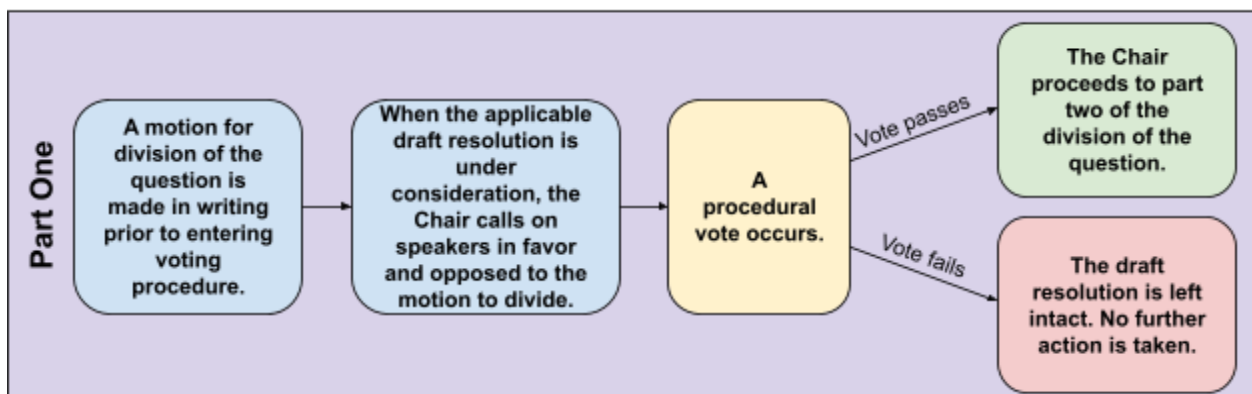
Chair: Seconded by Israel. We will now consider these motions in the order received, beginning with Ethiopia's motion to limit speaking time to 3 minutes. This motion is debatable, Ethiopia, would you like to speak in favor?

Speakers for and against are selected, after which procedural speeches are heard and a vote is taken on the motion. This is repeated for the other motions to limit.

Motions to limit should be used sparingly and only when it is advantageous for the body. For example, limits on speaking time are sometimes shortened near the end of committee sessions to allow for more delegations to speak. Chairs will generally begin to rule motions to limit as dilatory if there are recent similar motions that have not passed.

Division of the Question

A motion for division of the question may only be used during voting procedure and is for taking a portion of a draft resolution and separating it into an annex. This is used to highlight a portion of a draft resolution as of particular international significance. Examples of things that are commonly divided out are new definitions, treaties, new international frameworks, and other items of great importance. Motions for division of the question must be submitted in writing to the committee staff and approved before entering voting procedure. Motions for division of the question are debatable and then consist of two votes. The first is a procedural vote that determines whether or not the proposed sections are divided. If the first vote fails, there is no second vote. If the first vote passes, a second vote is then held to approve or reject the newly created annex. The flow of this motion is as shown below.



Chair: We will now consider draft resolution A-1. The Chair has received a request to divide out

operative clauses nine through twelve. Kenya, you submitted this motion, would you like to speak in favor of it?

Kenya: Yes.

Chair: Are there any other delegations wishing to speak in favor?

No delegations raise their placard.

Chair: Seeing no other delegations wishing to speak in favor, is there one delegation wishing to speak opposed?

Several delegations raise their placard.

Chair: Djibouti. Delegates please line up at the microphone. Kenya, you are recognized for 15 seconds.

Kenya gives a speech, followed by Djibouti.

Chair: Thank you delegates. We will not vote on whether or not to divide out operative clauses nine through twelve. This is a procedural votes and delegations may only vote “yes” or “no.”

A vote is taken by way of delegations raising their placard. The motion narrowly passes.

Chair: Thank you delegates. This motion passes. We will now vote on whether or not to accept the annex as divided. If this motion passes, the clauses that have been divided will be included as an annex to the resolution. This is a substantive vote and delegations may abstain if they so choose.

A vote is taken on the annex. It passes.

Chair: The annex has been approved and is now attached to draft resolution A-1. We will now consider draft resolution A-1 as divided, are there any points or motions?

Motions to divide the question are very uncommon as they are typically only used when something is so exceptional that it must be highlighted as an annex rather than being left in the resolution as normal. While it is hypothetically possible to use a motion to divide the question to remove something from a draft resolution, this is an improper use. The proper method to remove a clause from a resolution is via amendment. Details on amendments are available in the Delegate Handbook.

Adopt by Consensus

The motion to adopt by consensus can only be used during voting procedure when considering a draft resolution. A motion to adopt by consensus allows a committee to adopt a draft resolution with a recorded vote or even a vote count. When a motion to adopt by consensus is made, the Chair will ask if there is any objection. If there is not, the draft resolution is immediately adopted.

Chair: We are now in consideration of draft resolution A-2. Are there any motions?

Several delegations raise their placard.

Chair: Egypt, to what do you rise?

Egypt: Egypt motions to adopt draft resolution A-2 by consensus.

Chair: Thank you Egypt, that was a motion to adopt draft resolution A-2 by consensus. Is there any opposition to adoption by consensus?

Few delegations raise their placards.

Chair: Seeing opposition, the draft resolution is not adopted by consensus. Are there any other points or motions?

The achievement of consensus is often the end goal of negotiations within the United Nations. As adopted resolutions are usually not legally binding, achieving universal agreement on a proposal is the best way to ensure that they are executed. That said, consensus can be difficult to achieve. Any delegation that intends to vote “no” on a draft resolution should object to adoption by consensus. Delegates should not object if they intend to “abstain.”

Table

A motion to table is used to temporarily stop debate on a topic or draft resolution that is currently on the

floor. It is most commonly used when the committee decides it must address a more urgent issue or when the committee decides it cannot take action regarding a proposal on the floor. A tabled topic or draft resolution can later be brought back to the floor if a delegation that voted to table makes a motion to reconsider. For that reason, motions to table are always require a roll call vote.

Chair: Are there any delegations that wish to make a motion?

Several delegations raise their placard.

Chair: Australia, to what do you rise?

Australia: Australia motions to table topic B.

Chair: That was a motion by Australia to table topic B. Is there a second?

Several Delegations: Second.

Chair: Seeing multiple seconds. We will now consider Australia's motion to table topic B. This motion is debatable. Australia, you made the motion, would you like to speak in favor of it?

Australia: Yes.

Other speakers are taken and speeches are made.

Chair: Thank you delegates. The motion to table requires a roll call vote. We will now take the roll. As this is a procedural vote, delegations may only vote "yes" or "no."

A roll call vote is taken.

Chair: Thank you delegates. By a vote of 28 in favor to 16 opposed, the motion to table passes. We are no longer in consideration of topic A and are now in open debate. Are there any motions?

Typically, after a topic is tabled, a motion will be made to immediately move consider another topic. Draft resolutions are typically only tabled if there is belief that it will not pass and the committee is electing to table it rather than conduct a vote. Motions to table are very rare, except in Security Council committees where they are often used to set aside the current agenda item to deal with an emerging issue.

Reconsideration

As noted above, any delegation that voted in favor of tabling a topic or draft resolution may later make a motion to reconsider that topic or resolution, bringing it back to the floor. A motion to reconsider requires widespread approval - a two-thirds vote - in order to pass, so it should be discussed by many delegations in the committee before being made.

Chair: Are there any motions at this time?

Several delegations raise their placard.

Chair: Japan.

Japan: Japan motions to reconsider topic B.

Chair: Thank you Japan. As Japan voted in favor of tabling topic B, the motion to reconsider is in order. Is there a second?

Hungary: Second.

Chair: Seconded by Hungary. This motion is debatable. Japan, you made the motion, would you like to speak in favor of it?

Japan: Yes.

Other speakers are taken and speeches are made.

Chair: Thank you delegates. The motion to reconsider requires a two-thirds majority, meaning at least twice as many yes votes as no votes. All those in favor please raise your placard.

When a motion to reconsider passes, the topic or draft resolution is brought back to the floor and debate is resumed as normal.

Roll Call Vote

Methods of voting are covered by rule 8.3. Delegates may motion for a roll call vote on any draft resolution. This rarely used motion is used to ensure that all votes on a draft resolution are recorded and

is typically only used when a draft resolution is politically contentious.

Chair: We will now consider draft resolution A-3. Are there any motions?

Several delegations raise their placard.

Chair: Spain.

Spain: Spain motions for a roll call vote.

Chair: Spain as motioned for a roll call vote. This motion does not require a second and is not debatable. We will now take the vote. Delegations may respond with "yes," "no," "abstain," or "pass."

Roll call is taken.

Chair: By a vote of 12 in favor, 11 opposed, and 28 abstentions, draft resolution A-3 is adopted.

Delegates should generally work to avoid roll call votes by eliminating highly contentious components of draft resolutions during their negotiations.

Summary of Common Points & Motions

Rule	Point or Motion	Second Required	Debatable	Description
6.1	*Point of Order	No	No	Used to point out an error in procedure. Requires a ruling of the Chair.
6.2	*Point of Privilege	No	No	Used to raise a concern to the Chair. Requires a response from the Chair.
6.3	*Point of Inquiry	No	No	Used to ask a procedural question of the Chair. Requires a response from the Chair.
7.1	Adjourn	Yes	No	Motion used only at the end of a committee or plenary session to conclude the meeting. Requires a simple majority vote.
7.2	Consider a Topic Area	Yes	Yes	Motion that brings a topic to the floor for debate. Requires a simple majority vote.
7.3	Bring a Resolution /Amendment to the Floor	No	No***	Used to bring an approved draft resolution or amendment to the floor. Is automatically accepted and does not require a vote.
7.4	Recess	Yes	No	Motion for suspending the meeting for a specified amount of time. Requires a simple majority vote.
7.6	Close Debate	Yes	Yes	If passed, ends debate on a topic. Any draft resolutions and amendments on the floor are voted on. Requires a simple majority vote.
7.7	Limit	Yes	Yes	Can be used to establish a limit on speaking time or to limit the length of debate on a topic. Requires a simple majority vote.
7.8	**Division of the Question	Yes	Yes	Used during voting procedure to highlight a specific portion of a draft resolution. Requires two votes, each needing simple majority to pass.
7.9	**Adopt by Consensus	No	No	Used during voting procedure to adopt a resolution without a recorded vote. Requires no objection.
7.11	Table	Yes	Yes	Temporarily removes a topic or draft resolution from debate to be considered later. Requires a roll call vote and a simple majority to pass.
7.12	Reconsider	Yes	Yes	Brings a tabled item back to the floor. Motion must be made by a delegation that voted in favor of tabling. Requires a two-thirds majority vote.
8.3	**Roll Call Vote	No	No	Used to request a recorded vote on a draft resolution.

* This point may be used during voting procedure.

** This motion may only be used during voting procedure.

*** When a committee resolution is brought to the floor in a plenary session, the chair may recognize speakers in favor of the resolution and allow for extended speaking time.

Less Common Rules

The list and descriptions provided in the previous sections constitute well over 95% of the motions made at MMUN. There are, however, several other rules that are less commonly used. These include:

- The motion to *appeal a decision of the Chair*, which is used when the Chair makes a ruling that a delegation disagrees with. This is a very uncommon motion as the Chairs appealable discretion is typically limited to rulings on points of order. Details of appeals are outlined in rule 7.13.
- Delegations may request a *right of reply* if a speech made by another delegation during formal session insults their personal or national dignity. Requests for a right of reply must be made in writing to the Chair and, if granted, are read to the committee by the Chair. As it is difficult to improve a tense situation with a right of reply, they are rarely used.
- In rare circumstances, the committee may see it fit to *establish a speakers' list*. This is discouraged largely because it regularly results in only a few delegations speaking repeatedly and removes the Chair's discretion to ensure other delegations speak. It also presents risk; if the speakers' list is exhausted, debate is closed on the topic at hand and the committee enters voting procedure, whether or not there are any approved draft resolutions on the floor.

Security Council Rules

The Security Council Generally operates under most of the same rules of procedure as any other committee, but there are additional rules that only apply to Security Council committees.

Unlike other committees, all votes, be they procedural or substantive, do not require a simple majority, but instead require **nine affirmative votes**. An affirmative vote is a vote of “yes.” Even if a motion or proposal receives no “no” votes, if it does not receive nine affirmative votes it does not pass. Additionally, all substantive votes, meaning any vote on an amendment, draft resolution, or the second vote on a division of the question, requires both nine affirmative votes and no “no” votes from any permanent member of the Security Council, namely China, France, United States, United Kingdom, and Russian Federation. The permanent members of the Security Council have an effective veto on any substantive measure.

Should there be deadlock in a Security Council where a resolution will not be adopted, delegates have the option of adopting a **presidential statement**. Presidential statements have the same structure as a resolution but are not legally binding and therefore are more likely to be adopted. Presidential statements must be adopted by consensus.

Suspend the Rules

Delegates in the Security Council may motion to suspend the rules in such instances where they need to discuss a topic that is not currently on the floor or take time to meet with an outside expert. In effect, a motion to suspend the rules is similar to a recess of the meeting, except that it also allows for other topics to be discussed and allows for more flexibility. A motion to suspend the rules must include either a time limit on the suspension or indicate that they will be reinstated at the conclusion of an event (such as at the conclusion of a meeting with an outside expert). Motions to suspend the rules should indicate a purpose for the suspension.

Chair: Are there any motions?
Several delegations raise their placard.

Chair: Russian Federation.

Russian Federation: The Russian Federation motions to suspend the rules to meet with the Executive Director of UNICEF until the conclusion of that meeting.

Chair: That was a motion by the Russian Federation to suspend the rules until the meeting with the Executive Director of UNICEF is concluded.

Chair: Are there any motions?
Several delegations raise their placard.

Chair: United States.

United States: The United States moves to suspend the rules for 10 minutes to allow for discussion on whether or not we should take up this urgent matter.

Chair: That was a motion by the United States to suspend the rules for 10 minutes.

The committee cannot vote on proposals while the rules are suspended; the rules must be reinstated to adopt draft resolutions. The Chair can reinstate the rules at any time and limit suspensions based on the needs of the committee. The committee can reinstate the rules at any point by expressing its general will to do so to the Chair.

Seizure

Under rule 12.9, Security Council committees may seize, or take under consideration, a topic or draft resolution that is under consideration by another committee. A request for seizure must be submitted to the Chair in writing. Such a request must include a detailed justification for seizure, including a description of how and why the topic falls under the purview of the Security Council, and must be approved by the Chair, Under-Secretary-General of Operations, and Secretary-General. If the seizure is approved, the Chair will accept a motion to seize.

Chair: Are there any motions?

Several delegations raise their placard.

Chair: China.

China: China moves to seize topic A from the General Assembly Fourth Committee.

Chair: That was a motion by China to seize topic A on “The Situation in the Middle East” from the General Assembly Fourth Committee. Having received a written request and necessary approvals, this motion is in order.

Chair: Are there any motions?

Several delegations raise their placard.

Chair: United Kingdom.

United Kingdom: The United Kingdom moves to seize draft resolution B-3 from the General Assembly.

Chair: That was a motion by the United Kingdom to seize draft resolution B-3 from the General Assembly Plenary on “Nuclear Non-Proliferation.”

Seizing a topic or draft resolution allows the Security Council to take up a topic that was under consideration by another committee but not the Security Council. It does not prevent the originating committee from discussing the topic; however, resolutions adopted in non-Security Council committee are not legally binding. Security Council resolutions are considered legally binding and therefore supersede resolutions adopted in other committee. When a draft resolution is seized, a copy will be provided to the Security Council; the Security Council may then adopt their own resolution to address the topic as they see fit. Topics related to simulated crises may not be seized.

Full Rules of Procedure

I. General Provisions

1.1 Precedence.

These rules shall govern the procedure for the operation of business in all bodies of Midwest Model United Nations (MMUN), unless otherwise provided herein. Legality of proposals will be determined by the Secretariat in accordance with the *Charter of the United Nations*, unless otherwise provided. These rules take precedence over any other rules.

1.2 Changes.

The Secretariat will be the final authority on the interpretation of these rules. The Secretariat has the power and authority to amend or change these rules at any time. Changes will be made when necessary to facilitate the business of MMUN, to accommodate extraordinary concerns, or to otherwise improve the conduct of business. Changes may be announced to delegates at any time.

1.3 Suspension.

These rules may not be suspended under any circumstances, unless specifically provided herein or approved in advance by the Secretariat.

1.4 Conduct.

Delegates are expected to adhere to the applicable standards of conduct and are required to treat fellow delegates with the highest respect and diplomatic courtesy at all times. Anyone's failure to abide by these standards or otherwise attempts to disrupt the proceedings shall be subject to disciplinary sanctions, including but not limited to expulsion from the Conference by the Secretariat.

II. Officers

2.1 Secretariat.

The Secretariat shall consist of the Secretary-General, the Under Secretary-General of Administration, and the Under Secretary-General of Operations.

2.2 Steering Committee.

The Steering Committee shall consist of the Secretariat plus any at-large members appointed by the Secretariat.

2.3 Committee Appointments.

The Secretariat shall appoint the Chair, Legal, Rapporteur, and subsidiary officers for each MMUN Committee. Those serving in these roles are collectively referred to as "Dais Staff."

2.4 Secretariat Statements.

The Secretariat, or authorized individual, may make oral or written statements to any committee at any time.

2.5 Chair.

In addition to exercising such authority conferred upon the Chair elsewhere in these rules, the Chair shall declare the opening and closing of each session of each committee, direct its discussions, ensure observance of the rules, accord the right to speak, put questions to a vote, and announce decisions of the group. The Chair shall rule on points of order and, subject to these rules, shall have

complete control of the proceedings of the body and the maintenance of order at its meetings. The Chair may in the course of discussion propose limitation of time accorded to speakers, and the closure of debate. The Chair may propose the suspension or adjournment of a meeting or closure of debate on the topic under discussion. The Chair shall not be accorded a vote. The Chair shall present adopted resolutions to main MMUN bodies, where applicable. The Chair shall designate another officer to act in his/her absence if necessary. The Chair has final authority before the body, and all who exercise these or similar duties, is under the direction of the Secretariat.

III. Members

3.1 Assignments.

All Member States shall be represented in the General Assembly and its committees. Members of the Security Council, Economic & Social Council and sub-committees, and any other MMUN deliberative bodies shall be designated by the Secretariat.

3.2 Delegates.

In the Security Council and Economic and Social Council Sub-committees, only one delegate per delegation will be allowed. In all General Assembly committees and the Economic and Social Council Committee, a maximum of two delegates per delegation will be allowed. In the plenary sessions of both the GA and ECOSOC four delegates, per delegation, will be allowed in formal session at a delegation's placard. Additional delegate representation during plenary sessions can be accommodated in the rear of the committee room, and full participation is allowed during informal sessions.

3.3 Quorum.

One-third of the members of a body shall constitute a quorum. It is the responsibility of the Chair to ensure that a quorum is present at all times. Any delegate who doubts the presence of a quorum or a majority may ask the Chair for a ruling. The Chair shall then determine, by appropriate means, whether the required number is present. The number of delegates for a quorum during committee session shall be based upon the number of delegations in attendance in the respective committee based on the first session and will remain the same for the rest of committee sessions. Quorum will also be calculated based upon the number of delegations in attendance during the first plenary session and will remain the same for the rest of the plenary sessions.

3.4 Observer Status.

Those delegations recognized as having Observer Status at MMUN by the Secretariat shall be accorded the following rights: (a) to be recognized to speak on all substantive matters pending in committee or plenary session; (b) to be recognized to speak on all procedural matters; (c) to make any and all motions, and to second any motion requiring a second except (i) table, (ii) closure of debate, (iii) adjournment, or (iv) decision of competence.

3.6 Roll Call

Roll Call will be taken at the beginning of each session of the body and will be taken in English alphabetical order beginning with a member selected at random by the Dias Staff. Members may signify their presence with "present" or "present and voting." Any members not present during roll call may send written notice to the Chair indicating if they are "present" or "present and voting." Members indicating that they are "present and voting" will not be allowed to "abstain" on substantive matters. Only members who have indicated their presence to the Dais during a particular session, either during roll call or through written notice, will be allowed to vote should the body enter formal voting procedure during that session or for any roll call vote.

IV. Substantive Proposals

4.1 Discussion.

Discussion will begin in committee with opening statements. The Chair may choose to limit the time for these statements. At the beginning of the session, the floor is open to debate on any topic before the body until a specific topic is brought to the floor (see rule 7.3). Once a motion to move into a topic is made it must be seconded and passed by a majority to become the topic before the body. Once the body has moved into a topic area, it will be the only topic debated on the floor until a motion to close or table the topic is passed (see 4.6). Once a topic area is closed it cannot be reopened until the body completes substantive action on the other topic areas.

4.2 Resolutions.

Pre-written resolutions (written before the conference) are not acceptable at MMUN. The order of appearance of draft resolutions before the assembly is determined by the order in which they are brought to the floor by the body. To qualify for consideration, draft resolutions must (a) be in proper form, (b) have 25% of all delegations declared 'present' during the first roll call as sponsors or signatories, (c) be approved by the Dais Staff, and (d) be germane to the topic area. The body may consider more than one resolution at a time. Dais Staff will not accept single sponsor resolutions. Once brought to the floor, draft resolutions may only be changed by an amendment. Once approved by Dais Staff, a change in the number of sponsors or signatories will not affect the status of the draft resolution.

4.3 Reporting of Resolutions.

The Chair of each subsidiary body shall report on resolutions passed by the body and the status of Agenda Topics to the appropriate primary body for its consideration. If a group fails to approve a resolution on any agenda items, it shall submit a Declaration of No Report to the appropriate body.

4.4 Presentation Rights.

A group of delegations sponsoring a draft resolution is entitled to be recognized for Presentation Rights once the draft resolution has been brought to the floor. The time allotted for Presentation Rights shall be determined by the Chair of each Committee. The division of allotted time shall be determined by the resolution sponsors. The Chair reserves the right to limit the remarks of sponsors during Presentation Rights speeches if the content of their remarks is not within the approved limits. This Decision may not be appealed. In such cases where a draft resolution has greater than two-thirds of Members in attendance listed as sponsors, presentation rights will not be granted.

4.5 Amendments.

Amendments may be made to operative and preambulatory clauses of draft resolutions. Amendments to draft resolutions may consist of inserting words or clauses, striking words or clauses, and/or replacing words or clauses. Two copies of any amendment must be submitted to the Dais on an approved form. All of the sponsors of the amendment must be identified on the same copy. The second copy only requires a description of the proposed modifications.

Amendment forms must be submitted to Dais Staff for review and an identification label. Amendments must be substantive in nature; non-substantive amendments will not be approved by Dais Staff. Obvious typographical, punctuation, or format errors will be brought to the body's attention and corrected without any vote required. To bring an amendment to the floor, a motion must be made by the body to bring the amendment to the floor. No vote is required. You cannot amend an amendment.

All sponsors of the draft resolution must support the amendment for it to be considered friendly. The establishment of an amendment as friendly is the sole right and responsibility of the sponsoring delegations of the draft resolution. If the sponsors of a draft resolution agree to the changes addressed in an amendment, an amendment form, signed by all sponsors, must be submitted to Dais

Staff for approval. The Chair will announce the receipt and approval of all friendly amendments. The Chair will read the amendment in its entirety to the body prior to any substantive vote on the affected draft resolution. Friendly Amendments must be moved to the floor (see rule 7.6) prior to the closure of debate on the topic area. Friendly amendments are automatically incorporated into a draft resolution without a vote.

Amendments are considered unfriendly if even one sponsor of the draft resolution that is being amended considers it to be unfriendly. Before an unfriendly amendment may be proposed, the amendment must be signed by at least 25% of all delegations present during the first roll call. Unfriendly amendments are not automatically incorporated into the draft resolution but are voted on in the order in which they are moved to the floor by the body. Roll call votes may not be requested on amendments. Once unfriendly amendments are approved by the body, they are incorporated prior to the final vote on the affected draft resolution.

4.6 Multiple Motions.

The chair will, during formal session, ask for points or motions. When a point or motion is made, the chair will restate the motion and ask for a second, if required. If a second is made, the point or motion is considered to be moved to the floor. The Chair will then ask for other points or motions and repeat the process. After the Chair has accepted multiple motions, the Chair will then address them in order, first according to precedence and second according to the order by which they were received. Motions that are debatable will be debated just prior to voting on that particular point or motion.

If a motion is approved by the body, all similar motions will be cancelled and the body will move on to consideration of other points or motions. If a motion for a recess is made, and is approved by the body, additional points and/or motions, that have not been cancelled and were made prior to voting on the recess, are still considered to be on the floor and will be entertained directly following the conclusion of recess. The Chair will entertain these upon entering formal session prior to asking for additional points or motions or allowing speakers to address the body. If the body closes debate or tables debate on a topic area, all motions on the floor are dropped, and the floor is considered clear.

V. Debate

5.1 Speeches.

The Chair shall call upon speakers at the Chair's discretion. During formal debate, no delegate may address the body without prior permission from the Chair. The body may choose to establish a speakers' list as described in rule 7.4. At MMUN, a speaker's list is discouraged, but is considered in order. The Chair may call a speaker out of order if the remarks made are not relevant to the subject under discussion, or if the speaker has spoken longer than the allotted time. Diplomatic courtesy shall be respected at all times.

5.2 Interruption.

The speaker may be interrupted only when: (a) an appeal is made of the decision of the Chair, if made immediately after the decision and before debate has progressed, or (b) a point of order is raised requiring an immediate ruling.

5.3 Yielding.

During substantive debate a speaker may yield to only one other speaker. Once a speaker yields to points of information the speaker may not yield the floor to another speaker but may still make a motion. If there are limits on speaker's time, then the speaker may yield the balance of speaking time to another delegate as time allows. A speaker who has been yielded to may yield to points of information, make a motion, or both. Once a motion has been made, the speaker yields the floor. The time it takes for a delegate to ask a question counts as part of the speaker's allotted time.

5.4 Rights of Reply.

During debate, the Chair may accord the right of reply to a delegate if a speech by another delegate contains unusual or extraordinary language clearly insulting to personal or national dignity. The decision of whether to grant a right of reply is within the sole discretion of the Chair. The decision is not appealable. Requests for a right of reply shall be made in writing to the Chair. The right of reply statement must be submitted, in writing, to the Chair for approval. The reading of the right of reply statement may be made by the Chair or the delegate at the Chair's discretion. The Chair will limit the time for the right of reply and there shall be no reply to the reply.

VI. Points - In Order of Priority

6.1 Point of Order.

A point of order may be raised by a delegate whenever it is believed that the proceedings are not being conducted according to the rules. Such a point must be raised while the subject or concern is pending. A point of order may interrupt the speaker, it does not require a second, is not debatable, and requires a ruling of the Chair. Only one point of order may be considered at a time; i.e., it is not in order to raise another point while one is pending. A delegate rising on a point of order may not speak on the substance of any matter under consideration.

6.2 Point of Privilege.

Points of privilege must relate to either the body as a whole or to a personal concern, such as ventilation, lighting, noise, etc. A point of privilege may not interrupt the speaker. This point does not require a second, is not debatable, and requires a ruling of the Chair.

6.3 Point of Parliamentary Inquiry.

A point of parliamentary inquiry is directed to the Chair for information or guidance on procedure. This point may not interrupt the speaker. It is a question and does not require a second and is not debatable. Replies by the Chair are not appealable.

6.4 Point of Information.

A point of information is used for a delegation to ask a question of the speaking delegation. It may not interrupt the speaker without the speaker's consent. After the speaking delegation yields to points of information, the Chair will ask if there are points of information. When a delegation is recognized for a point of information, they will address the question to the Chair, and ask that the Chair direct the question to the speaker. When the speaker responds, they will ask the Chair to direct the response to the delegation raising the point of information.

VII. Motions - In Order of Priority

7.1 Adjourn.

A motion to adjourn ends the session of the body until the next conference. This motion is only in order when the business of the body is complete. The Chair will not recognize the motion if the body still has business to consider or if the schedule has session time remaining. If the Chair rules the motion out of order, the decision may not be appealed. This motion may not interrupt the speaker, requires a second, and is not debatable. A motion to adjourn is only appropriate during the end of the last committee session, the end of the last plenary session, and at the end of closing ceremonies.

7.2 Consideration of a Topic Area.

At the start of deliberations and following a substantive vote on a Topic Area, the committee is in open substantive discussion. A motion to consider a specific Topic Area must pass in order to prioritize the committee's Agenda for discussion. Draft resolutions may not be submitted to the Dais or brought to the floor until the appropriate Topic Area is in consideration. This motion may not interrupt the speaker, requires a second, and is debatable.

7.3 Bring a Resolution/Amendment to the Floor.

A motion to bring a resolution to the floor is used to bring an approved, ready to distribute resolution to the floor. This motion may also be used to bring approved amendments to the floor. This motion may not interrupt a speaker, does not require a second, and is not debatable.

7.4 Recess.

The motion to recess suspends the meeting until a time specified in the motion or for a designated length of time. This motion is used both for the purpose of caucusing and for scheduled breaks in the meeting. After the recess the body resumes formal proceedings from the point at which the motion was made. This motion may not interrupt the speaker, requires a second, and is not debatable. A motion to recess is in order any time prior to the beginning of the actual vote on closure of debate on a topic area.

7.5 Establishment of a Speakers' List.

If the body so chooses, it may establish a speakers' list to facilitate substantive discussion. If the body chooses a speakers' list as its means of choosing speakers, after the initial establishment of a list by placard, a delegation may place itself on the speakers' list at any time by sending a note to the Chair. No delegation may be on the list twice. The Dais will still recognize procedural matters and points raised from the floor. Should the body wish to discontinue use of an established speakers' list, this motion may be used to cancel the list. Should the end of a speakers' list be reached the body will move into immediate voting procedure on the topic area, skipping a vote on Closure of Debate. This motion may not interrupt a speaker, requires a second, and is debatable.

7.6 Closure of Debate of a Topic Area.

A motion to close debate on a topic area closes debate on all substantive measures before the body at that time. This motion requires a second, is debatable, and requires a simple majority to pass. If this motion passes the body will enter voting procedure, whether there are items to be voted on or not.

7.7 Limits.

This motion is used to establish a limit on speaker's time or to limit the total time on debate for a topic area. When setting a speaker's time, limits must be based on a specific time frame, but can include a time frame for speeches and a separate time frame for points of information. There is no default speaker's time at the beginning of the conference. The Chair has absolute discretion to limit the time and number of speeches allowed for procedural debate.

When establishing a limit on debate for the topic area, the limit must be based on a specific time frame. If the limit expires, the body moves into immediate voting procedure. Limits to debate on a topic area include time that the body moves into recess during a session but does not include time that elapses from breaks planned in the schedule approved by the Secretariat.

After a limit on debate has been established, this motion may be used to establish a new limit of debate which would supersede the previous limit. This motion may also be used to remove the limit on debate on a topic area. This motion may not interrupt the speaker, requires a second, and is debatable.

7.8 Division of the Question.

A motion to divide the question must be made in writing at any time prior to entering into voting procedure through a motion for Closure of Debate (see rule 7.5), exhausting a Limit on Debate (see rule 7.7), or exhausting an Established Speaker's List (see rule 7.4). A question can be divided only if its contents are capable of logical and intelligible separation into independent parts (the clauses being divided out must make sense by themselves). The motion must clearly state the division proposed. If the division cannot separate the question into independent parts or would require rewriting the question, the motion to divide is out of order.

If division is accepted by the Dais it will be addressed during voting procedure, prior to conducting a final vote on the item wishing to be divided. The first vote on division of the question is whether the body wishes to divide the indicated parts of the resolution or amendment out from the original document (this is normally done because an item is important enough that it should be annexed and highlighted). A "yes" vote indicates a delegation's wish to see the clauses divided out. A "no" vote indicates a delegation's wish to see the clauses remain a part of the original document. The second vote on division of the question is whether the body wishes to adopt the divided-out clauses (like voting in favor of a resolution) or reject the clauses (like voting against a resolution). Divided out clauses are treated as separate and distinct from the original document. The motion may not interrupt the speaker, requires a second, and is debatable.

7.9 Adoption by Consensus.

This motion is only in order during voting procedure on the topic and is used solely to adopt a substantive proposal without objection from a member present. Once the motion to adopt by consensus is made, the Chair will then ask if there are any voting delegations that object to adoption by consensus. If there are no objections, the proposal is approved without a vote. If any delegation objects to consensus, the motion fails, and a substantive vote will be conducted. The motion may not interrupt the speaker, does not require a second, and is not debatable.

7.10 Decision of Competence.

A motion for a decision of competence shall be decided before a vote is taken on the proposal in question. If a body decides it is not competent to discuss or vote on an amendment or resolution, the effect is the same as to table. The Secretariat has determined that each committee is competent to discuss the agenda topics before it; therefore, this motion may affect only resolutions and amendments. The Chair has the ability to overrule the decision of the body concerning a decision of competence. This motion may not interrupt the speaker, requires a second, and is debatable.

7.11 Table.

The motion to table a specific proposal or topic area, if adopted, has the effect of removing the current proposal (and related motions) from consideration indefinitely. The body then moves on to the next order of business. If the motion fails, the body continues its consideration of the question. In order to bring an item from the table, a motion to reconsider must be offered by a delegation voting to table the item; as a result, votes on a motion to table are taken via roll call. This motion may not interrupt the speaker, requires a second, and is debatable.

7.12 Reconsideration.

When a proposal has been accepted, defeated, or tabled it may be reconsidered if the motion to reconsider is accepted by a two-thirds vote. A member who voted on the original prevailing side must make the motion. Therefore, only items that have been voted on by a roll call vote may be reconsidered. This motion may not be used to reconsider a topic area unless all other topic areas have had action taken by the body. This motion may not interrupt the speaker, requires a second (from any delegation present), and is debatable.

7.13 Appeal the Decision of the Chair.

A ruling of the Chair is appealable unless otherwise specified in these rules (such as where the Chair is given absolute or sole discretion on a matter). Appeals must be made immediately following the decision. A motion to appeal may interrupt the speaker and it requires a second. When an appeal is proposed and seconded, the Chair must state the decision appealed and may state the reasons for the ruling. This motion is debatable. When debate is concluded, the Chair shall conduct a placard vote. A "yes" vote supports the Chair's decision and a "no" vote signifies dissent to the decision. After the vote the Chair has the complete discretion to maintain the previous ruling or to reverse the decision. The Chair's authority in this matter is established in rule 2.5. An answer to a parliamentary inquiry is not a decision and cannot be appealed.

7.14 Dilatory Motions.

Motions that are obstructive to the progress of the session, are without merit, or which duplicate a recently failed motion are out of order and will not be considered. The Chair may rule a motion to be dilatory either in response to a point of order or on its own initiative. A dilatory ruling by the Chair is not appealable.

7.15 Withdrawal.

A motion may be withdrawn by its sponsor at any time before voting on it has begun, provided that the motion has not been amended. A withdrawn motion may be reintroduced by any other delegation.

This motion can also be used to withdraw as a sponsor of a draft resolution or an amendment once the draft resolution or amendment has been brought to the floor. The motion will be accepted and does not require a second or a vote. The motion does however follow the order of precedence. If a delegation withdraws as a sponsor to a draft resolution or from an amendment, and the work is already brought to the floor, the document is still considered to be "on the floor." The authors of the document are not required to find additional sponsors to satisfy the 25 % requirement (rule 4.2 and 4.5). If the document has not been approved by the Chair, there is no need to make the motion, but the delegation should request that the authors remove the delegation from the listed sponsors.

VIII. Voting

8.1 Voting Rights.

Each member delegation shall have one vote in each body in which it is represented. No delegate may cast a vote on behalf of another delegation.

8.2 Vote Required.

Unless otherwise specified in these rules, decisions shall be adopted by a simple majority vote (more "yes" votes than "no" votes) of the nations present and who are voting during voting procedure.

"Present and voting" refers to the members casting "yes" or "no" votes. Members who indicate their status as "present and voting" during roll call must vote "yes" or "no" and may not abstain. Members who cast a final vote of "abstain" are not voting. If a vote is equally divided between those in favor and those against, the motion fails. The Chair will announce the results of all substantive votes. Votes on procedural points will not be announced.

8.3 Method of Voting.

All votes on procedural motions, amendments, and resolutions will be conducted by a show of raised placards, unless a request is made for a roll call vote and is granted by the Chair. The decision to grant or deny a request for a roll call vote is not appealable. During voting procedure no member may enter the assembly hall. A roll call shall be called in English in alphabetical order beginning with a member selected at random by the Secretary. Delegates shall reply "yes," "no," "abstain," or "pass." A member may pass once during the roll call; a second pass will be recorded as an abstention. At the end of the roll call, the Secretary shall ask if any delegation wishes to change its vote; following changes, the Chair shall recognize delegations wishing rights of explanation. Then the Chair shall announce the result of the vote.

8.4 Rights of Explanation.

Rights of explanation are permitted on roll call votes, but the time allowed shall be strictly limited by the Chair. Votes by placard or consensus do not permit rights of explanation. Rights of explanation are to be used only to explain a vote when it may appear to be out of character; it is out of order to discuss policy matters or anything other than to explain a possible anomalous vote. Those abstaining are not accorded rights of explanation. If during a roll call vote a delegation attempts to "Abstain with rights" the Chair shall record the vote as an abstention, but rights of explanation will not be offered. A

member may not change vote from "abstention" to "yes with rights" or "no with rights." A member delegation may not change its vote from "yes" to "yes with rights of explanation" or from "no" to "no with rights of explanation." When the roll call is complete, the Chair shall recognize those members with rights of explanation.

8.5 Conduct During Voting.

Immediately prior to a vote, the Chair shall describe to the body the proposal to be voted on and the consequence of a yes or no vote. Voting shall begin on the Chair's declaration and shall end when the results of the vote are announced. Once voting has begun, on any matter, no delegate shall interrupt the voting, except on a point of order. Delegates must remain seated and refrain from talking or passing notes during voting procedure. Electronic devices may be used during voting procedure, but only for the purpose of viewing of draft resolutions. If a delegate leaves the chamber during voting or is not in the chamber when voting begins the delegate will not be permitted to enter the chamber until voting for the entirety of the topic area has been concluded.

IX. Supplemental Rules

9.1 Supplemental Rules.

The rules in articles X, XI, and XII will be supplemental to the rules above and only apply to the body referenced. On matters where supplemental rules directly conflict with the rules above, the supplemental rules shall govern, unless the Secretariat directs otherwise. If the supplemental rules are silent on a matter or if there is a gap, the rules above apply.

X. General Assembly Plenary Rules

10.1 General Assembly Plenary.

The following rules will govern the plenary session of the General Assembly and supplement the rules above. They do not apply to General Assembly committee sessions. All rules not addressed below are to be considered the same as in committee sessions.

10.2 The President of the General Assembly and the Rules.

The President of the General Assembly, in cooperation with the Under-Secretary-General of Operations, has the power and authority to amend or change these rules at any time to facilitate the business of MMUN, to accommodate extraordinary concerns, or to otherwise improve the conduct of business. Changes may be announced to delegates at any time.

10.3 Precedence of Officers.

The Chair or a member of the Dais staff of a committee may be accorded precedence for the purpose of explaining the conclusion arrived at by a committee to the Secretariat and/or the General Assembly.

10.4 Order and Consideration of Resolutions.

Upon passage of a resolution by the appropriate General Assembly committee, the resolution will be made available to the General Assembly Plenary for final consideration. When a resolution passed by a committee is brought to the floor, the Chair will recognize up to five delegations to speak in favor of the resolution. For these speeches, speaking time and any time to answer questions may be extended up to twice the current limit at the chair's discretion. New resolutions may be proposed in the General Assembly Plenary, but they must have the support of at least 35% of the members present at the beginning of the plenary session. New resolutions may be submitted to the Dais and brought to the floor only when the body has moved to the appropriate topic area.

The agenda of the General Assembly shall be set as to allow consideration of one topic area (and at least one resolution) from each committee before a second topic area from any one committee is considered. The President of the General Assembly shall limit debate to no more than one hour per

topic area. Before the limit is reached, the committee may move to extend the limit; the President of the General Assembly may deny this motion or accept it and a vote will take place. Upon reaching the limit, there will be closure of debate on the topic with no vote needed.

10.5 Amendments.

As all sponsors are removed prior to becoming draft resolutions, all amendments proposed to amend resolutions coming out of committee will be considered unfriendly amendments. Before the amendment may be proposed, the amendment must be signed by a number of delegations equal to at least one-half of all delegations present during the first roll call. Amendments to resolutions coming out of committee cannot alter, remove, or add preambular clauses and must be considered substantive and germane by the Secretariat. Amendments to draft resolutions written during Plenary session may amend preambular clauses and can be either friendly or unfriendly. Pre-written amendments are prohibited.

The President of the General Assembly may establish a deadline for the submission of formal amendments to General Assembly resolutions. This decision may not be appealed.

10.6 Important Questions.

As stated in the *Charter of the United Nations* important questions include: (a) recommendations with respect to maintenance of international peace and security (only when the Security Council fails to act); (b) admission of new members to the UN; (c) suspension of rights and privileges of membership; (d) expulsion of Member States; (e) questions in relationship to the trusteeship system; and (f) budgetary questions of the United Nations. The President of the General Assembly will announce if any topic or resolution will be considered an important question. This decision is not appealable. Any topic or resolution designated as such requires support from two-thirds of all Member States voting (supermajority) to be adopted.

10.7 Applications for Admission of New Member States.

Any State which desires to become a Member State of the United Nations shall submit an application to the Secretary-General. Applications shall contain a declaration, made in a formal instrument that the State in question accepts the obligations contained in the UN Charter. The Secretary-General shall inform the Security Council and the General Assembly of the application.

10.8 Consideration of Applications for Admission.

If the Security Council recommends the application of a State for membership, the General Assembly shall consider whether the applicant is a peace-loving state and is able and willing to carry out the obligations contained in the Charter of the United Nations. The application for membership must be moved from the floor of the General Assembly in the form of a resolution. It is automatically an important question. If the Security Council does not recommend the applicant State for membership, or if it postpones consideration of the application, the General Assembly may, after full consideration of the special report of the Security Council, send the application back to the Council, together with a full record of the discussion of the General Assembly, for further consideration and recommendation or report.

10.9 Notification of Decision and Effective Date of Membership.

The Secretary-General shall inform the applicant state of the decision of the General Assembly. If the application is approved, membership shall become effective on the date on which the General Assembly makes its decision on the application.

10.10 Special Sessions and Consideration of Additional Topic Areas

On a report of the Secretary-General, the General Assembly plenary may have additional items added to its agenda for debate during a plenary session.

XI. Security Council Rules

12.1 Security Council.

The following rules will govern the Security Council committees and supplement the General Rules of Procedure.

12.2 Suspension of the Rules.

When the Council wishes to do something it cannot do without violating its regular rules, it can suspend the rules of procedure, including the supplemental rules, that interfere with the proposed action. A motion for a suspension of the rules must specify which rule(s) are to be suspended and the purpose for the suspension. If all rules are suspended, the motion must include a time or event that will cause automatic reinstatement of the rules (such as at the conclusion of a discussion with an outside expert). The motion to suspend the rules requires nine affirmative votes. The Security Council may reinstate the rules at any time by expressing its general will to do so to the Chair.

The Chair, in conjunction with the President of the Security Council and the Under Secretary-General of Operations may place a limit on the duration of a suspension of the rules and may reinstate the rules to facilitate the business of MMUN, to accommodate extraordinary concerns, or to otherwise improve the conduct of business. Such limits or reinstatements are not appealable. Changes may be announced to delegates at any time.

12.3 Non-Member Participation.

In informal session the Security Council may request the participation of any member present or not present at MMUN. In addition to the terms of rule 3.5, the Security Council may invite any Member State which is not a member of the Council to participate, without the right to vote, make a motion, or second a motion in the discussion of a question brought before the Council. Such a request can occur when the Council or President feels that the interests of the member is specifically affected, or when the member brings to the attention of the Council any matter in accordance with Article 35, Section 1 of the *Charter of the United Nations*. The privileges and limits of debate for the party will be determined by the Council with approval of the President. The Council may also invite representatives of organizations to discuss specific matters or to make statements to the Council under the restrictions herein. A request for non-member participation must be submitted in writing to the President of the Security Council. Approval of such request is at the sole discretion of the President of the Security Council and the MMUN Secretariat. The ruling cannot be appealed.

12.4 Meetings.

All meetings of the Security Council and its committees shall be held at the call of the President and at the time(s) and place(s) as published in the schedule of events. Any schedule may be revised by the President as the need arises. The President shall also call the Council into session if a dispute or situation is brought to the attention of the Council under Article 35 or under Article 11, Section 3 of the UN Charter, or if the General Assembly makes recommendations or refers any question to the Council under Article 11, Section 2, or if the Secretary-General brings to the attention of the Council any matter under Article 12, Section 2. Unless it decides otherwise, the Council shall meet at all times in public. If the Council decides to meet in closed session, the President shall issue a communiqué at the end of each such meeting, approved by the members, detailing issues discussed and progress.

12.5 Voting on Resolutions.

All draft resolutions and amendments are considered to be substantive and are subject to the veto by any permanent member of the Security Council. The Council may consider several resolutions on the same topic area simultaneously. In order for the Council to vote on resolutions, a motion for Closure of Debate on the appropriate Topic Area must pass, at which point the Council moves into voting

procedure.

Amendments to resolutions will be voted on in the order of their submission prior to voting on the resolution they propose to amend. Multiple amendments may be on the floor at any given point for all resolutions that are currently on the floor. Motions to divide the question or to propose passage of a resolution by consensus are the only motions permitted during voting procedure. All votes on resolutions will be done by a roll call vote.

12.6 Presidential Statements.

In the event the Security Council cannot reach a consensus or is deadlocked due to a permanent member veto or threat of veto, delegates may adopt a Presidential Statement. Presidential Statements are similar in nature, content, format, and wording as a resolution but are not legally binding. Presidential Statements must be adopted by consensus, though Member States have the option to abstain. Presidential Statements will be voted on in the order they are received during regular voting procedure.

12.7 Procedural and Substantive Motions.

All motions must receive a vote of nine Council members to pass. Substantive motions must receive an affirmative vote of at least nine Council members without a negative vote from any of the permanent members. All substantive motions are voted upon in the order of their being brought to the floor.

12.8 Resolutions.

It shall not be necessary for any draft resolution proposed by a member of the Council to be supported by any other member of the Council to be brought to the floor for consideration or to be voted upon. Resolutions may be brought to the floor with a single sponsor.

12.9 Security Council Priority.

Any topic or substantive proposal is subject to seizure by the Security Council. The Security Council may submit a written request to seize to the Chair of the Security Council. Such requests must outline how the topic falls under the purview of the Security Council and the reasoning behind the seizure. Requests for seizure are subject to the approval of the President of the Security Council and the Under-Secretary-General of Operations. If approved, the Chair will allow for a motion to seize. Such a motion requires nine affirmative votes and must receive no objection from any permanent Members of the Security Council. The Security Council must then draft a document that notifies the committee of its action, which must be approved by the Chair and requires nine affirmative votes and no objection from any permanent Members of the Security Council. Notification documents may include requests of the body or statements of intent from the Security Council. The notification document will be delivered to the Chair of the relevant body and subsequently read or otherwise distributed to the body.

If a matter has been seized by the Security Council, the originating body may continue to discuss and take substantive votes on the matter. Any resolutions adopted by non-Security Council bodies are not legally binding; the Security Council may adopt legally-binding resolutions that supersede resolutions adopted by other bodies.

12.10 Voting Procedure.

Each member of the Security Council shall have one vote. Voting in the Security Council shall be in accordance with the relevant articles of the Charter of the United Nations and Statutes of the International Court of Justice. A member may request a roll call vote on any issue.

XII. Crisis Simulation Rules

The following rules apply to any committee presented with a crisis during the conference.

13.1 Rules of Procedure.

When dealing with a Crisis Simulation the body in question shall conduct itself in accordance with the general rules of procedure and the aforementioned supplemental rules that pertain to the body in question.

13.2 Considering the Crisis Topic.

If a committee wishes to discuss the crisis situation, it may decide to do so in the following manner:

- a. **Motion to Table the current topic (see rule 7.11).** Under this procedure, the committee may, by a majority vote, decide to table the current topic of discussion. This action will result in tabling all resolutions and amendments currently on the floor. The committee could then return to the topic after discussing the crisis through a motion for reconsideration of the topic.
- b. **Closure of Debate on the topic (see rule 7.5).** Delegates may make a motion to close debate on the current topic, which would then result in taking a vote on any and all amendments and resolutions on the floor. After voting procedure, the committee could then motion to consider the crisis topic.
- c. **Suspension of the rules (see rule 12.2).** The Security Council may motion to suspend the rules in order to go directly into consideration of the crisis. Rules regarding closure of debate and voting procedure must be in place in order for the Security Council to adopt any resolutions or presidential statements on any topic. Upon conclusion of the crisis and a return to the application of the rules, the Council would resume work as if nothing had changed from prior to suspension of the rules.

13.3 Crisis Speakers.

There may be occasions when the committee may believe it to be beneficial to hear from a party involved in the crisis. This may be a country not represented at MMUN, a representative from the UN or NGO, or other third parties. During discussion of the crisis, the committee may request to hear from a specific party to the conflict and grant that representative a specific period of time to speak and/or take questions.

13.4 Dais Staff.

During a crisis, the Dais Staff may announce news events, bring in a speaker to the committee, issue press releases, or provide countries with policy communiqués. The Chair has complete discretion on when to take these actions and to grant speaking/question time to parties.

13.5 Committee Jurisdiction.

It is quite possible that more than one committee may be dealing with a crisis topic, which may or may not be related to one another. All crisis topics are meant for the committee to which they are presented. No crisis topics presented to the GA or ECOSOC committees may be seized by the Security Council. In the same token, no crisis presented to the Security Council may be discussed by the GA or ECOSOC, unless it is so presented to them by MMUN Staff.

13.6 Policy Communiqués.

MMUN Crisis Staff will release policy communiqués to certain countries involved in the crisis. These communiqués will provide “classified” information regarding that country’s policy. All countries may not receive communiqués, but delegates may submit a written request to the Dais, stating their specific question(s) regarding their country’s policy on the crisis. These requests will be responded to as quickly as possible.