



FlensMUN 2024

Rules of Procedure

3rd FlensMUN Conference

Flensburg, 23rd- 26th of May 2024

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1. Introduction

The following rules apply to the FlensMUN conference organised by Model United Nations Flensburg e.V.

An assembly of the size of a United Nations plenary session cannot work without a strict and binding set of rules. It is therefore of utmost importance that all participants understand the basic Rules of Procedure.

A Model UN conference is much more interesting and enjoyable with a good understanding of the rules of the game, which comes from knowing at least the basic rules of procedure. They will secure an orderly and productive working atmosphere and thus allow an understanding of diplomatic work. We recommend to all delegates the “Rules of Procedures Workshop” before the conference. We also highly recommend you bring the Rules of Procedure with you to the conference.

If you have any questions feel free to consult with the Secretariat or Chairs at any time.

Good luck and enjoy the conference!

Your FlensMUN Team

2. Diplomatic Conduct

2.1 Courtesy

Show common courtesy to your fellow Delegates and Chairs. While the countries you are representing may have differences, abuse of any kind will not be tolerated.

2.2 Dress code

The Dress Code is casual business attire, consisting of a shirt or blouse, trousers, or skirt, during sessions. Please refrain from wearing any national or political symbols during the Conference. An exception is made for symbols of the UN or its bodies and sub organizations.

2.3 Working language

Working language of FlensMUN is English! While it may be hard to refrain from using your native language, please try to only use English while at the conference.

2.4 Note passing

In order to have an atmosphere where you can properly work and listen to speeches, you can communicate with other Delegates by passing handwritten notes during formal sessions. This is not permitted during voting procedure. This kind of note passing is limited to professional conversations and should not be used to talk about personal matters.

2.5 Electronic devices

Electronic devices are permitted during committee sessions. They can be used for researching facts, writing draft resolutions and amendments. Chairs can forbid the use of individual devices or suspend their use in committee if they feel they distract a delegate from the session.

2.6 Decorum

Do not interrupt when another delegate is speaking.

Please remember to properly address them, e.g. "Honourable Chairs, fellow Delegates..."

During formal session remember that you are representing your country's view, not your own! Do not speak in the first person, but rather in your country's name.

Before giving a speech, wait until the Chairs have recognized you and granted you the Floor. Stand up while giving your speech. If raising a Point, i.e. a Point of Parliamentary Inquiry (a question), raise your placard and wait for the Chair to call on you.

Direct verbal interactions between delegates during formal session are not permitted.

3. The roles of the Chairs

The Chairs are in charge of steering the debate in the Committee. They will apply these Rules of Procedure and will see that the debate moves forward. The Chairs have discretion to interpret these rules and ensure that debate is constructive.

4. Rules infractions and disciplinary measures

4.1 Plagiarism

Plagiarism and direct copying of text without referencing is never acceptable! Should we become aware that a delegate has plagiarized his/her Position Paper, Working Paper, or any other document, we will disqualify those involved from any sort of award.

4.2 Disciplinary Measures

All infractions that disrespect others or disregard the diplomatic nature of the conference may lead to disciplinary measures ranging from an official warning to expulsion from the conference.

5. Course of a Committee Session

5.1 Roll Call and Quorum

Roll call is taken at the beginning of every session. The Chairs will read out the list of countries with a seat in the committee and the countries will state their presence as either present or present and voting. Those present and voting are not allowed to abstain during substantive voting.

After the roll call, observers, which do not have the right to vote on substantive matters, are invited to join the proceedings.

The quorum, the number of delegates needed to have a debate, is set at 20% of the total at the very first roll call of the committee.

5.2 General debate

The debate on every question starts with a general debate. During this time delegates can submit working papers to the Chair and signal the support of working papers as sponsors or signatories (see Part IX on resolution writing). This is also the phase in which it makes sense to raise a motion for an unmoderated caucus in order to lobby and work together on working papers or convince other delegates to sponsor or sign your own working paper. If the committee is in formal session and there are no speakers on the general speakers list left and no motions for an (un-)moderated caucus, the committee will move on to the next phase of debating draft resolutions. If you still need some time to submit your own working paper, you should raise a motion for an unmoderated caucus. Also, if at this point no working papers have been submitted the committee cannot continue with the session and fails. So be sure to always have speakers on the general speakers list or to raise a motion for a moderated or unmoderated caucus in time.

5.3 Debate on draft resolutions

Once the general debate on a question has reached its end, the committee proceeds with the presentation of the three draft resolutions with the most sponsors or signatories. The submitting country presents and explains its draft resolution. It can also yield this right to another delegate.

After their presentation the committee moves on to the general debate about all three draft resolutions. During this time countries may change their support of a draft resolution.

When there are no speakers on the general speakers list left at this point of the session the committee moves forward to debating an individual draft resolution. This can also be reached by raising a motion to move into the debate on an individual draft resolution.

5.4 Debate on individual draft resolutions

The next step is the debate on each draft resolution individually. The draft resolution with the most supporting states is debated first.

To start with the committee debates the draft resolution as a whole. Then it proceeds to debating each operative clause of the draft resolution individually. In this stage of the debate amendments can be submitted and entertained. Amendments are debated in the order of the operative clause they are referring to. Amendments to add new clauses are debated after all pre-existing operative clauses have been debated. If there are amendments to newly added operative clauses, these are debated directly after the new clause has been added. The very last amendments to be debated are those about changing the order of the resolution.

After all amendments have been debated, the committee debates the resolution as a whole again.

Finally, the committee moves into the voting procedure on each operative clause individually. This step is followed by the voting procedure on the draft resolution as a whole. To be accepted by the committee a draft resolution needs an absolute majority of all present delegates.

6. Motions

Motions are the formal term used for when one initiates an action. Motions cover a wide variety of things. Once the Floor is open, the Chairs will ask for any points or motions. If you wish to bring one to the Floor, this is what you should do:

Raise your placard in a way that the chair can read it (usually horizontally).

Wait until the Chair recognizes you.

Stand up and after properly addressing the Chair ("Thank you, honourable Chair" or something along these lines), state what motion you wish to propose.

Chairs will generally repeat the motions and may also ask for clarification. Chairs may do this if they did not understand and may also ask for or suggest modifications to the motion that they feel might benefit the debate.

Sit down.

Every motion is subject to seconds, if not otherwise stated. To pass a motion at least one other nation must second the motion brought forward. A nation cannot second its own motion. If there are no seconds, the motion automatically fails.

If a motion has a second, the Chair will ask for objections. If no objections are raised, the motion will pass without discussion or a procedural vote. In case of objections, a procedural vote will be held. The vote on a motion requires a simple majority, if not otherwise stated.

Some motions require a debate. If that is the case, the Chairs will usually ask you, as the one who raised it, if you would like to speak in favour of it. You are not obliged to do this, but we highly recommend doing so. While voting upon motions, there are no abstentions. If a vote is required, everyone must vote either "Yes" or "No". If there is a draw on any vote, the vote will be retaken once. If there is a draw again, the motion will fail.

In case there are multiple motions on the Floor, the vote will be casted by their Order of Precedence which can be found in Chapter XII. If one motion passes, the others will not be voted upon anymore. However, they may be reintroduced once the Floor is open again.

6.1 Minute of silent prayer or meditation

Any delegate may move for a minute of silent prayer or meditation before the first Roll Call of the conference takes place. It is possible to add a special reason to the request. Any decisions concerning this motion are not subject to appeal.

6.2 Setting the speakers' time

At the beginning of the debate on a topic or on setting the agenda, speakers' time is unlimited until it is set otherwise by the assembly. Any nation can move at any time to set the speakers' time. Any length of time is allowed; however, 1 to 4 minutes has proven to be the most efficient amount. It is not possible to reset speakers' time to unlimited later on.

If there are multiple motions to set speaking time on the Floor, the proposal with the longest amount of time takes precedence. If objections are raised to the motion a balanced speakers' list is established of one for and one against with a speaking time of 30 seconds each. After the debate closes a procedural vote is held.

6.3 Motion to close and reopen the speakers' list

With a motion to close the speakers' list, you can keep delegates from being put on the speakers' list. Those who are already on the list will still be able to deliver a speech. If the speakers' list is closed and you wish to deliver a speech, although your country is not on the list, you will have to move to reopen the speakers' list. These motions are subject to seconds and objections but are not debatable.

When the speakers' list runs out, the committee will move to the next step as described in Part V.

6.4 Motion for a moderated caucus

In moderated caucus, short speeches are given by the delegates in direct reply to each other. A moderated caucus will have a specific topic and will be moderated by a Chair or a delegate. Its aim is to have an open discussion on (a specific, pre-stated part of) the topic under consideration with more possibilities for interaction among the delegates than the speakers' list. During a moderated caucus, there will be no speakers' list. The moderator will call upon speakers in the order in which they signal their desire to speak.

If you want to bring in a motion for a moderated caucus, you will have to specify the duration, a speakers' time, a moderator, and the purpose of the caucus. This motion is subject to seconds and objections but is not debatable. In case there are multiple motions for a caucus on the Floor, the vote will be casted first for the caucus with the longest duration. In case there are multiple motions for the same duration, the vote will be casted by the longest speaker's time.

As you are no longer in formal session, points and motions cannot be entertained once a motion to suspend the meeting for a moderated caucus has been passed.

At the end of the caucus, delegates may ask for an extension which does not exceed the original time of the motion. There can be no more than two extensions to each motion. A simple majority is required to pass a motion for extension of a caucus.

6.5 Motion for an unmoderated caucus

In an unmoderated caucus proceedings are not bound by the Rules of Procedure. Delegates may move around the room freely and converse with other delegates. This is also the time to

create blocks, develop ideas, formulate working papers, draft resolutions, and amendments. Remember that you are required to stay in your room unless given permission to leave by a Chair.

When raising a motion to suspend the meeting for an unmoderated caucus, the delegate must state the desired duration of the caucus. No topic needs to be specified. The duration of an unmoderated caucus shall not exceed 20 minutes. The Chair shall announce at what time the committee will reconvene.

This motion is subject to seconds and objections but is not debatable. In case there are multiple motions for a caucus on the Floor, the vote will be casted first for the caucus with the longest duration.

At the end of the caucus, delegates may ask for an extension which does not exceed the original time of the motion. There can be no more than two extensions to each motion. A simple majority is required to pass a motion for extension of a caucus.

6.6 Motion to move into the next phase of the debate

The committee moves on into the next phase of the debate as soon as the general speakers list runs out and when there are not motions or points in the house. However sometimes you might find it more fruitful or necessary because of e.g. time constraints to move directly into the next phase before the general speakers list runs out.

This motion has different effects depending on which stage of the debate the committee is currently in. If it is still in the phase of general debate this motion ends the general debate immediately and the committee moves to the presentation and subsequent debate of the draft resolutions. So this motion only makes sense in the general debate if working papers have already been handed in and accepted to be draft resolutions.

If the committee is in the debate on the draft resolutions, this motion means that it moves on to the debate on an individual draft resolution. You can make this motion when you think that there has been enough debate about the three draft resolutions in general. Keep in mind that the draft resolution with the most sponsors and signatories is debated first.

If the committee is in the debate on an individual operative clause, this motion means that it continues with the debate on amendments to the operative clause. If there are no amendments, then the committee moves on with the debate on the next operative clause.

If the committee is in the debate on an amendment, this motion means that it moves directly into the voting procedure on the amendment.

No matter which phase of the debate a committee is in, the acceptance of this motion means that the speakers' list is cleared.

6.7 Motion to suspend the meeting

A suspension of the meeting is a pause in the debate for the purpose of a break (i.e. for lunch). It is permitted to step outside the committee room during this break, but you can of course continue your discussions. The Chair will clearly indicate the time the committee reconvenes.

6.8 Motion to adjourn debate

Sometimes the committee is not able to reach a solution. In that case, a motion to adjourn debate is appropriate. No substantive voting on any draft resolutions or amendments can take place once the debate is adjourned and the assembly will start debating on the next topic.

This motion is subject to seconds and objections and requires a debate with a balanced speakers' list with up to two speakers in favour and two speakers against, with a speakers' time of up to 30 seconds.

Although this is a rather strong motion, it requires only a simple majority!

6.9 Motion to reconsider a question

The opposite of the motion to adjourn debate is the motion to reconsider a question. With this motion, a topic on which debate has been adjourned before can be debated again. The motion to reconsider a question works almost in the same way as a motion to adjourn debate.

It is subject to seconds and objections and requires a debate with a balanced speakers' list with up to two speakers in favour and two speakers against, with a speakers' time of up to 30 seconds each.

Important: The major difference between these motions is that you need a two-thirds majority to reconsider a question.

6.10 Motion to close debate

At the conclusion of debate on a topic a motion for the closure of debate is introduced. Passing this motion means an immediate end to the debate and the start of voting on any resolutions on the Floor. This motion requires two speakers in favour and two speakers against with a speaking time of 30 seconds each. A two-thirds majority is required to pass this motion.

6.11 Motion to adjourn the meeting

This motion ends the debate and all points on the agenda and adjourns the meeting until the next session of FLENSMUN. This motion does not require a second and is not debatable.

6.12 Motion to appeal the decision of the chair

There may be a time when you feel that the decision of the Chair does not reflect the will of the council. You then have the chance to appeal this decision. In such a case, the assembly decides by simple majority vote whether to change or sustain the decision of the chair. The Chair has the chance to briefly explain the decision before the vote is casted.

If the motion passes, the chair has to change the appealed decision.

Important: Any decisions concerning the minute of silent prayer or meditation, the Right of Reply and the adjournment of the meeting cannot be appealed with this motion.

This motion is an exception to the rule that all points and motions shall be introduced just by raising your placard. You are allowed to make this motion whether the Floor is open or not by raising your placard and shouting with restraint "Appeal!" However, it may never interrupt a speech.

7. Points

Points are used to clarify questions or point out errors in the proceedings of the committee.

These are always used for procedural purposes. This is how you can raise a point:

1. Raise your hand as well as your placard in a way that the chair can read it (usually horizontally).
2. Wait until the Chair recognizes you and asks about which point you want to make.
3. Stand up and after properly addressing the Chair ("Thank you, honourable Chair" or something along these lines), state what point you wish to raise.
4. Chairs will generally repeat the point and may also ask for clarification, then they will react to your point (e.g. they will answer the question you have asked or ask other delegates to speak up during their speech).
5. Sit down.

7.1 Point of Personal Privilege

If a discomfort is seriously impairing your ability to participate in the debate, you may raise a Point of Personal Privilege about this. This concerns matters like a cold room or an inaudible delegate. This point may interrupt a speaker, but please avoid doing so unless the point is directly connected to the speech e.g. inaudibility.

7.2 Point of Parliamentary Inquiry

In case you have a question concerning the rules or proceedings, you can raise a Point of Parliamentary Inquiry in formal session. Be reminded that this point may not interrupt a speaker. In informal session, you should just approach the Chair. Also, this point should not lead to any cross talking.

7.3 Point of Order

A Point of Order can be used in any situation the delegate feels that the Rules of Procedure or diplomatic conduct are being violated. A Point of Order may never interrupt another speaker.

7.4 Point of Information

After a delegate held a speech, the Chair will ask whether they are open for Points of Information. If they are other delegates may raise their placards. Once they are called upon

by the Chair the delegate may ask a question to the delegate who held a speech. If the delegate did not understand the question asked, they may ask the Chair to clarify the question. The Chair will then ask the question-asking delegate to re-phrase or clarify their question. This should not lead to any cross talking. The delegate who held the speech does not have to answer the question. The delegate who made the Point of Information cannot reply or ask another question. The time to phrase a Point of Information as well as the time to answer one is limited to one minute.

7.5 Right of Reply

If a delegate offends or insults another delegate or another country in their speech, the concerned delegate may rise for a Right of Reply. The delegate wishing to rise to a Right of Reply must not interrupt the speech but shall raise their point immediately after the offending speech, by stating "Right of Reply!". Upon being recognised by the Chair, the delegate briefly states why they think a Right of Reply is in order.

A Right of Reply can only be used under extreme circumstances of actual insults and not just if you have a fundamental difference of opinion with the previous speaker. Whether to allow or disallow a Right of Reply is subject to the discretion of the Chair and cannot be appealed.

If a Right of Reply is asked for and the Chair feels it should be granted, they give the speaker who made the offending remark an opportunity to apologise. Should they not do so, the Chair may grant a Right of Reply, upon which the delegate shall deliver their reply within 30 seconds.

The delegate replying will address the whole plenary and not just the offending speaker.

Be mindful not to personally address the delegate.

8. Yielding

When a speaker from the speakers' list has the Floor, they may not use all the allotted time. If sufficient time remains, the delegate may:

Yield the Floor to another delegate: The remaining time will be passed to another delegate. The delegate yielded to cannot yield again. In this case points of information to the first delegate speaking are not possible

Yield the Floor back to the Chairs: The remaining time can be yielded back to the Chair. Once the delegate has stated this, points of information to the speaker are not possible anymore.

9. Resolution writing

The goal of the sessions in all committees is to adopt resolutions. Resolutions are not required to solve the whole problem and can deal with part of it or lay the groundwork to begin a more comprehensive solution. Their effectiveness and power depend on the authority of the committee, the intent of the sponsors and their acceptance among member states. The only body that is able to adopt binding resolutions is the Security Council. Delegates should be aware of the thematic scope and mandate of their committee.

During the conference, you will hear terms like 'working paper', 'draft resolution' or 'resolution'. These papers have the following differences:

9.1 Working papers

A paper is called a 'working paper' before it is handed in to the Chair and accepted. This is the time when you work on the paper itself, formulate phrases, negotiate with delegates to find compromises, and look for sponsors and signatories. During this phase, the entire paper, preambulatory and operative clauses, may be changed without any formal procedure. The working paper does not require a specific format or layout. It could be a chart, a power point slide or something else entirely.

9.2 Draft resolutions, Sponsors and Signatories

If you feel confident that your working paper provides a viable solution, you may hand it in to the chair. This is only possible if it is formatted as a draft resolution (your Chairs will make available a sample file that you can use).

Handing in a working paper in order for it to become a draft resolution requires a certain number of sponsors and signatories.

To be a sponsor means that you support the working paper in substance, and you are expected to vote in favour of it. A signatory only supports the working paper to ensure it is discussed. They do not have to agree with the text of the working paper that they signed. The

number of sponsors and signatories needed is dependent on the number of countries present in your committee. At least 20% of the committee need to sponsor or sign the resolution.

After you have handed in a working paper, the Chair will correct it if necessary and decide whether or not to accept it as it is. If the Chair has some remarks, corrections or advice, they will inform the sponsors and ask them to change the paper accordingly. As soon as the Chair accepts the working paper, the paper becomes a 'draft resolution'. From this point the draft resolution belongs to the committee. Changes can only be made through amendments and therefore need to be voted upon by the committee. The draft resolution cannot be retrieved by the sponsors anymore.

Once the meeting reaches the point of debating on the draft resolutions, the Chair will give one of the sponsors the opportunity to introduce it to the committee by reading it out loud. If there are several draft resolutions on the table they will be presented in ascending order of supporters. Only the three draft resolutions with the most sponsors and signatories are presented.

Afterwards the draft resolution is open for the whole committee for debate. Its operative clauses may be changed by amendments (see Article 33). The preambulatory clauses cannot be changed anymore.

The paper stays a draft resolution until it has been voted upon. If it is adopted, it becomes a 'resolution'.

9.3 Amendments

Amendments are 'altering requests' for draft resolutions. Once a draft resolution has been introduced, every country has the chance to work on an amendment in order to strike out clauses, to change clauses or to add clauses. Remember that preambulatory clauses cannot be changed through an amendment, only operatives.

Amendments will be debated in the state of debating the draft resolution clause by clause. Once the debate reaches the operative clause the amendment refers to, the amendment can be introduced. Amendments need to be submitted to the Chair. If several amendments refer to one operative clause, they will be debated in descending scope of the suggested change. The Chair will ask the submitting delegate to present and explain their amendment. The delegate can pass this right on to another delegate.

Afterwards the Chair will ask for objections in the house. If there are none, the amendment is accepted and will be included in the resolution. If there are objections, the amendment will be subject to a debate and formal voting procedure.

Once the debate on an operative clause has finished and the committee has moved on to the next operative clause it is not possible anymore to change it. Amendments to that operative clause are not possible anymore. The debate on an operative clause finishes when there are either no speakers on the speaking list anymore or no further amendments to discuss. If this is the situation and you still want to submit an amendment you can ask for an unmoderated caucus during which you can finish your amendment and submit it.

9.4 Formal Requirements of Resolutions

All resolutions must be handed in on the template provided by the Chairs. For this matter a working paper needs to be divided into preambulatory clauses and operative clauses, which each start with an italicized operator (see Chapter 35 and 36). A resolution is one long sentence. Therefore preambulatory clauses end with a comma, while operative clauses end with a semicolon. Only the last operative clause ends with a full stop. Operative clauses are consecutively numbered, while this is not the case for preambulatory clauses.

9.5 Preambulatory clauses

The preambulatory clauses are aimed at providing the justification for the actions taken with the operative clauses. They can supply information on the current situation, historical background, refer to past actions on the topic or important declarations, conventions or the UN Charter. Delegates who are not fully convinced of a proposed idea may be more likely to agree with it, if formulated as a pre-ambulatory clause. Pre-ambulatory clauses always begin with a present participle and always end with a comma. Pre-ambulatory clauses must be written in past tense with legally binding language.

As such, they start with the following phrases:

Affirming

Alarmed by

Aware of

Bearing in mind
Believing
Confident
Contemplating
Convinced
Declaring
Deeply concerned
Deeply conscious
Deeply convinced
Deeply disturbed
Deeply regretting
Desiring
Emphasizing
Expecting
Fulfilling
Fully alarmed
Fully aware
Further believing
Further deploring
Further recalling
Guided by
Having adopted
Having considered

Having considered further

Having devoted attention

Having examined

Having heard

Having received

Having studied

Keeping in mind

Noting further

Noting with deep concern

Noting with regret

Noting with satisfaction

Observing

Realizing

Recalling

Recognizing

Referring

Seeking

Taking note

Welcoming

Other present participles might be used. However, this should be agreed upon by the Chair before handing in the working paper.

9.6 Operative clauses

The real action taken by the committee with its resolution is written down in the operative clauses. They may urge, encourage, or request certain action, or state an opinion regarding a specific situation. Pay attention that not every committee can use all expressions; your possibilities depend on the power of your committee (if in doubt ask your Chair).

Furthermore, you have to decide whether you want to have a strong and specific resolution calling for concrete action, or a rather vague or comprehensive resolution to gather the support of as many nations as possible. The possibilities in general range from denunciation of a certain situation or general call for negotiations to a specific call for a ceasefire or a decision concerning the financing of specific action. Only the Security Council may also decide on any action concerning Chapters VI and VII of the UN Charter, including sanctions and the installation of UN peacekeeping or peace-making operations.

Also bear in mind that operative clauses should be as specific as possible and address the individual aspects in order to create the steps necessary to solve, or at least take the initial steps in improving the situation.

Operative clauses always begin with an active, simple present verb and end with a semicolon.

The last operative clause marks the end of the resolution and always ends with a period. All operative clauses are sequentially numbered to make it easier for everybody to refer to a specific clause.

Operative clauses may start with the following phrases:

Accepts

Affirms

Approves

Asks

Authorizes

Calls

Calls upon

Condemns*

Confirms
Considers
Decides*
Declares accordingly
Deplores
Designate
Draws attention
Emphasizes
Encourages
Endorses
Expresses its hope
Further invites
Further proclaims
Further recommends
Further reminds
Further requests
Further resolves
Having resolved
Notes
Proclaims
Reaffirms
Recommends
Regrets

Reminds

Requests

Resolves

Solemnly affirms

Supports

Takes note of

Urges

'Decides' and 'Condemns' should be used carefully if your committee is not allowed to take binding decisions.

The lists above are only examples. Other phrases might also be in order. Ask your chair if you are not sure, whether a specific phrase is allowed.

10. Voting procedure

All draft resolutions and amendments introduced to the Floor need to be voted upon to be adopted. While they focus on amendments and draft resolutions, the rules set out in this part apply to all substantive voting.

During voting on substantive matters note passing is suspended, the use of electronics as well as cross-talking are forbidden.

Debate ends when delegates motion to close debate or the general speakers list ends during the state of debate on an individual draft resolution.

Remember: If you have not declared yourself 'present' or 'present and voting' before the start of voting procedure, you will not have the right to vote. This is also where the difference between the two declarations will start to matter. If you declared yourself present and voting you will not be able to abstain in the substantive parts of the voting procedure.

Only the following points and motions from debate (see above) remain in order: (1) Point of Personal Privilege, (2) Point of Parliamentary Inquiry, (3) Point of Order and (4) Motion to appeal the decision of the chair. These motions are handled the same.

A vote is valid when at least 50% of voting delegates have voted with yes or no. If more than 50% of voting delegates have abstained, the vote has to be repeated. If the second vote is invalid again because more than 50% of voting delegates have abstained, the vote has to be repeated a third time. In this case abstentions do not invalidate the vote anymore. However this can mean that a decision is made with two delegates in favour, one against and the rest of the committee abstaining.

10.1 Motion to close debate

If such a motion has passed, you will automatically go into voting procedure. There will be no more breaks, caucuses or anything else. So be very, very sure that you are ready to bring in such a motion if you believe the draft resolution will pass. If you need a break before voting, motion for a suspension of the meeting first.

10.2 Voting on Amendments

Amendments are voted on after the speakers' list elapses or if a motion to move into the next phase of the debate passes. Substantive voting procedure is used and abstentions are allowed if you declared yourself 'present' during the Roll Call. A simple majority is needed for an amendment to pass.

You may motion to Vote by Roll Call when voting on amendments.

10.3 Voting on Draft Resolutions

Draft Resolutions are first voted upon clause by clause. A simple majority is needed for a clause to remain in the draft resolution. Since it is a substantive vote, abstentions are allowed for those who declared themselves as present.

Once every clause has been voted upon the committee proceeds with voting on the draft resolution as a whole. In this case again abstentions are allowed for those who declared themselves as present. A vote on a whole draft resolution needs to reach an absolute majority in order for the draft resolution to be adopted by the committee.

The difference between a simple and an absolute majority is the following. In a simple majority more votes in favour than votes against suffice for the vote to be successful. This

means that abstentions are simply not counted (unless they surpass 50% of the committee). With an absolute majority there need to be more votes in favour than votes against and abstentions. This means that abstentions have a tendency to help the side against the draft resolution.

10.4 Motion to Vote on a Draft Resolution as a Whole

This motion can be used at the end of the debate on an individual draft resolution to skip the clause-by-clause vote on the draft resolution. If you are confident that there is no controversial clause in the draft resolution that might lead to countries voting against the draft resolution or abstaining, you can use this motion to speed up the process.

10.5 Motion to Adopt a Draft Resolution by Acclamation

With this motion, the committee signifies that it is in consensus as to the contents of the draft resolution. The Chair will then ask whether there is any objection to the adoption by acclamation. States intending to vote in favour of or abstain on the draft resolution currently under consideration should generally be in favour of a motion for adoption by acclamation. States considering voting in opposition to the draft resolution should be against this motion and raise an objection.

If there is an objection within the body (only one is required), the motion fails, and the draft resolution will be voted upon in a regular manner. If there is no objection, the draft resolution is thereby adopted unanimously; no further voting on that draft resolution is necessary.

10.6 Motion to vote by Roll Call

If the exact voting behaviour of other nations is of interest to you, you may move for a Roll Call vote. This motion does not require a procedural vote. This means that you will vote by roll call whenever one of the delegation's requests this and the Chair allows it.

A Roll Call vote is quite similar to the Roll Call at the beginning of each session. The Chair will read out all countries in alphabetical order. When your country's name is called out you may answer 'Yes', 'No', 'Pass' or 'Abstention' if you are present. If you are present and voting you may not answer 'Abstention'.

If you answer with 'Pass', the chair will continue the roll call and immediately afterwards ask you for your vote. You will then have to answer 'Yes' or 'No'. You may not answer 'Pass' a second time and you may not abstain even if you are present.

If your vote may appear to be against your country's policy and wish to explain your decision, you may answer 'Yes with rights' or 'No with rights'. After all countries have cast their vote, the Chair will give you up to 30 seconds to give an explanation. It is obvious that this type of voting takes much longer than the usual way. Therefore, especially in larger committees, this motion should be used very carefully.

11. Order of Precedence

Explanation of terms:

Debate: Required number of speakers in favour (pro) and against (con) the motion.

If none = No debate concerning the motion required.

Vote: Required majority to pass the motion. Simple or 2/3rds-majority

If none = No vote required.

At Chair's discretion: The Chair can decide on this motion without a procedural vote if they feel like their decision is to the benefit of the committee.

Order of precedence	Point/Motion	Purpose	Debate	Vote	At chair's discretion
1.	Point of Personal Privilege	Correct a personal discomfort	None	None	No
2.	Point of Order	Correct an error in procedure	None	None	No
3.	Right of Reply	Reply to an offending or insulting statement	None	None	Yes

		within a speech			
4.	Point of Parliamentary Inquiry	Question to the Chair	None	None	No
5.	Motion to appeal to the decision of the Chair	Overrule the decision of the Chair	None	Majority	No
6.	Motion to adjourn debate	End debate on the question without a substantive vote	2 pro/ 2 con	Majority	No
7.	Motion to vote on the draft resolution as a whole	Move directly into voting procedure on the draft resolution as a whole	2 pro/ 2con	2/3	No
8.	Motion to close debate	Move directly into voting procedure (clause by clause)	2 pro/ 2con	2/3	No
9.	Motion to move into the debate on the draft resolutions	Move to the presentation of 3 draft resolutions with the most support and subsequent debate	None	Majority	No
10.	Motion to move into the next phase of the debate	Move to the next phase of debate e.g. end general debate on draft resolution and move directly to debate on the individual operative clauses	None	Majority	Yes
11.	Motion for an unmoderated	Suspension of the meeting for an	None	Majority	Yes

	caucus	unmoderated caucus			
12.	Motion for a moderated caucus	Suspension of the meeting for a moderated caucus	None	Majority	Yes
13.	Motion for a suspension of the meeting	Suspension of the meeting (coffee break etc.)	None	Majority	Yes
14.	Motion to close speakers' list	Closing the speakers' list	None	Majority	Yes
15.	Motion to set speakers time	Setting the speakers' time	1 pro/ 1 con	Majority	No
16.	Motion to reconsider a question	Reopen an adjourned debate	2 pro/ 2 con	2/3	No
17.	Motion to reopen speakers' list	Reopening speakers' list	None	Majority	Yes
Un-rivalled	Motion for a minute of silent prayer or meditation	One minute of silence	None	None	Yes
Un-rivalled	Motion to set the agenda	Set the agenda order	None	Majority	No