



RULES OF PROCEDURE RIMUN

English Version

The Rules of Procedures (RoP) which follow are proper to RIMUN. They are inspired from the North-American MUN system and are susceptible of changing in the future.

*Written by Rose Jacobs
rimun.reims@sciencespo.fr*

2018-2019 Edition

Introduction to the General Rules of Procedure

1. SCOPE: These rules apply to all committees of RIMUN, excluding Ad-Hoc, Donald Trump's Cabinet, and the Game of Thrones Committee (see RIMUN 2019 Continuous Crisis Rules of Procedure).
2. POWERS OF THE CHAIRS: The committee chairs will declare the opening and closing of each meeting and may interrupt proceedings to allow for presentations, guest speakers, expert witnesses, or announcements. All rulings are at the discretion of the Committee staff. Staff members may advise delegates on the possible course of debate and are encouraged to examine working papers, draft resolutions, and directives with a critical eye.
3. COURTESY: Delegates will show courtesy and respect to the staff and to other delegates. No side talk is allowed during debate. The chairs may immediately call to order any delegate who fails to comply with this rule.
4. LAPTOPS: Delegates may use laptops during committee debate and caucusing. This rule may be changed at the discretion of the chair.
5. LANGUAGE: RIMUN 2019 is a trilingual conference. SPECPOL, UNSC, CSW, Brexit Negotiations, Game of Thrones, Donald Trump's Cabinet, and Ad-Hoc Committees will be conducted in English. The Feuillatte Board of Directors, UNHRC, and UA will be conducted in French. OEA will be conducted in Spanish.

Rules Governing Debate

1. ROLL CALL: The chairs will declare committee open when debate is scheduled to begin. Before debate commences, chairs will take roll call attendance. Delegates may respond one of two ways:
 - a. PRESENT.
 - a. PRESENT AND VOTING. Delegates who are Present and Voting may not abstain from substantive votes on documents written by the committee.
2. CONTINUOUS DEBATE: The Speaker's List will be established for the purpose of general debate with a **motion to open the Speaker's List**. This motion needs a simple majority to pass and the speaking time will automatically be set at 1 minute. A **motion to change the speaking time** may be introduced and needs a simple majority to pass. Any delegate may add themselves to the Speaker's List through sending a note to the chair.
 - a. YIELDS: After being recognized, a delegate may yield any or all time in one of three ways: **to the chair, to questions, or to another delegate**.

- i. **YIELD TO THE CHAIR:** In the case of a delegate yielding the rest of their speaking time to the chair, the delegate's time automatically elapses.
 - ii. **YIELD TO QUESTIONS:** In the case of a delegate yielding the rest of their speaking time to questions, the chair may call on a different delegate to ask a question to the one speaking. The speaking delegate may use their remaining time to answer the question.
 - iii. **YIELD TO ANOTHER DELEGATE:** In the case of a delegate yielding the rest of their speaking time to another delegate, the rest of the speaking delegate's time is given to the recognized delegate, who may use that time to make a speech of their own. The recognized delegate is not required to accept the yielded time.
 - b. **PRIMARY SPEAKER'S LIST:** The Primary Speaker's List will be the Speaker's List opened at the beginning of debate in order to discuss which Agenda item should be considered first.
 - c. **SECONDARY SPEAKER'S LIST:** The Secondary Speaker's List will be the Speaker's List opened once the order of Agenda items has been decided in order to facilitate general debate on the topic selected.
3. **SETTING THE AGENDA:** Upon the closure or exhaustion of the Primary Speaker's List, delegates may **motion to set the Agenda** to either Topic A or Topic B. This motion needs a simple majority to pass. Only one of these motions will be accepted; if the motion does not pass, the topic not selected by the motion automatically becomes the Agenda.
 4. **MODERATED CAUCUS:** Delegates may introduce a **motion for a moderated caucus** in order to debate on specific subjects. The delegate making the motion must briefly explain its purpose, a time length, and a time limit per speech. A simple majority is required for passage. If a motion passes, the delegate making the motion will have the right to speak first. If no other delegates wish to speak, the caucus will end immediately. The chair may end a caucus based on personal discretion.
 5. **UNMODERATED CAUCUS:** Delegates may introduce a **motion for an unmoderated caucus** for a specified period of time in order to move about the room and debate freely. Delegates need not specify a purpose when motioning for the caucus. A simple majority is required for passage. The chair may declare this motion out of order based on personal discretion.
 6. **EXTENSIONS OF CAUCUSES:** Delegates may **motion to extend** a moderated or unmoderated caucus by a certain amount of time once it has elapsed. This motion needs a simple majority to pass. Extended caucuses may not be re-extended.

7. RIGHT OF REPLY: A delegate whose personal character or national integrity has been impugned by another delegate may submit of Right of Reply in writing to the dais. If the chair allows a Right of Reply, the offended delegate will be granted a 30-second speech to defend their position. The chair's decision to grant the Right of Reply is unappealable.
8. CLOSURE, SUSPENSION, OR ADJOURNMENT OF DEBATE:
 - a. CLOSURE: A delegate can make a **motion to close debate** on a matter, including a topic or amendment. Once debate is closed, the committee will automatically move into voting procedure. This motion needs a two-thirds majority to pass. If a speaker's list is exhausted, debate is closed by default.
 - b. SUSPENSION AND RESUMPTION: Delegates may make a **motion to suspend** the committee for a break or until the next session. This motion requires a simple majority to pass. Suspensions may be ended with a **motion to resume debate**, which needs a simple majority to pass.
 - c. ADJOURNMENT: Delegates may make a **motion to adjourn** the committee, ending all its functions, at the end of the conference. This motion needs a simple majority to pass.

Points

Delegates may raise one of three points at any time during debate to address certain issues:

1. POINT OF PARLIAMENTARY INQUIRY: Delegates may raise this point to ask a question to the chairs about parliamentary procedure or other logistical matters of the committee.
2. POINT OF ORDER: Delegates may raise this point to correct the chair on matters of parliamentary procedure.
3. POINT OF PERSONAL PRIVILEGE: Delegates may raise this point to bring up personal issues that are hindering them from participating, such as the room being too hot or too cold.

Precedence of Points and Motions

1. Point of Personal Privilege
2. Point of Order
3. Point of Parliamentary Inquiry
4. Adjournment of the Meeting
5. Suspension of the Meeting
6. Extension of the Caucus
7. Unmoderated Caucus

8. Moderated Caucus
9. Introduction of a Draft Resolution
10. Introduction of an Amendment
11. Postponement of Debate
12. Resumption of Debate
13. Closure of Debate

Rules Governing the Path to a Resolution

1. **WORKING PAPERS:** At RIMUN, working papers will serve as the preliminary means of document writing for the committee and will act as a rough draft of draft resolutions. These papers can be formatted in any way the delegates writing them prefer, including draft resolution format or in bullet points. Working papers do not need sponsors or signatories and may not be officially presented to the committee. Chairs may provide feedback on working papers in order to help delegates develop their ideas. (See Appendix A for a sample working paper).
2. **DRAFT RESOLUTIONS:** RIMUN will use draft resolutions as its primary means of document creation and distribution. Draft resolutions are documents that specify a solution set to the problem or topic posed by the committee and its various sub-topics. They must be approved by the chair in order to be considered by the committee. Draft resolutions are made up of three parts (see Appendix B for a sample draft resolution):
 - a. **HEADER:** Draft resolutions must have headers that specify the committee, topic, sponsors, and signatories of the document.
 - b. **PREAMBULATORY CLAUSES:** Preambulatory clauses introduce the issues and sub-topics the resolution will address. All preambulatory clauses must begin with a word that ends in *-ing*, such as *Believing*, *Noting*, or *Recognizing*.
 - c. **OPERATIVE CLAUSES:** Operative clauses pose the solutions to the issue that the committee will implement. All operative clauses must begin with a call to action, such as *Urges*, *Calls Upon*, or *Endorses*. (See Appendix C for a list of phrases for Preambulatory and Operative clauses.)
3. **SIGNATORIES AND SPONSORS FOR DRAFT RESOLUTIONS:** Draft resolutions require a certain amount of sponsors and signatories to be approved by the chair and presented to the committee.
 - a. **SPONSORS:** Sponsors are delegates who have directly contributed to the writing of the draft resolution. The chair will specify how many sponsors per paper will be allowed depending on the size of the committee.

- b. SIGNATORIES: Signatories are delegates who wish to see a certain draft resolution debated. The chair will specify how many signatories per paper will be necessary for presentation depending on the size of the committee.
4. INTRODUCTION OF DRAFT RESOLUTIONS: A delegate may make a **motion to introduce a draft resolution** once it has been submitted to and approved by the chair. This motion needs a simple majority to pass. After this motion passes, the draft resolution will be distributed to the rest of the committee and the sponsors will be invited to the front of the room to read the clauses of their draft resolution out loud. Once a draft resolution is introduced, it may be debated and referred to by the rest of the committee.
5. QUESTION AND ANSWER SESSION: Delegates may make a **motion to suspend the rules for a question and answer session** for a specified period of time once a draft resolution has been introduced. During Q&A sessions, chairs may call on delegates to ask questions to the sponsors of the designated draft resolution. No follow-up questions nor speeches from delegates asking questions will be allowed. This motion needs a simple majority to pass.
6. AMENDMENTS: Once a draft resolution is introduced, delegates may submit amendments. Amendments may be written by any delegate in committee and they add, delete, or change certain aspects of a specified draft resolution. (See Appendix D for a sample Amendment.) Preambulatory clauses may not be amended. Amendments may be introduced to the committee with a **motion to introduce**, which needs a simple majority to pass. There are two types of amendments:
 - a. FRIENDLY AMENDMENTS: Friendly Amendments have the approval of all of the sponsors of the draft resolution which they amend. They are automatically incorporated into the document and do not need to be voted on.
 - b. UNFRIENDLY AMENDMENTS: Unfriendly Amendments do not have the approval of all of the sponsors of the draft resolution which they amend. They must be introduced to the rest of committee and need a two-thirds majority to pass.

Rules Governing Voting

1. SIMPLE MAJORITY: A simple majority of the committee is composed of 50% + 1 of the committee.
2. TWO-THIRDS MAJORITY: A two-thirds majority consists of exactly the number of delegates who compose two-thirds of committee.

3. PROCEDURAL VOTES: All votes other than those on draft resolutions or amendments are considered procedural. All delegates must vote on procedural matters. No abstentions will be allowed.
4. SUBSTANTIVE VOTES: All votes on committee documents (eg. draft resolutions and amendments) are considered substantive. Delegates may abstain in substantive votes.
5. VOTING PROCEDURE: After debate is closed, the committee will automatically move into voting procedures. In voting procedure, the chambers are sealed, nobody is allowed to enter or exit the room, note-passing is banned, and all side-conversations must be terminated. The committee will vote on draft resolutions in the order in which they were introduced. At this juncture, all points may be entertained, but only motions for a Roll Call Vote and Division of the Question will be allowed.
6. PASSAGE OF DRAFT RESOLUTIONS: Draft resolutions need more yes votes than no votes to pass. Abstentions will not be counted as votes. An unlimited number of draft resolutions may pass in each committee.
7. PLACARD VOTING: The automatic form of voting for all committees is placard voting. This consists of the chair asking for all delegates voting a certain way to raise their placards, then counting the number of placards raised. In a placard vote, delegates may vote YES, NO, or ABSTAIN.
8. VETOS: In the United Nations Security Council, China, France, Russia, the United Kingdom, and the United States all have veto power. This means that if any of these countries votes “no,” the draft resolution automatically cannot pass.
9. ROLL CALL VOTING: During Voting Procedure, delegates may make a **motion for a roll call vote**, which only needs the chair’s approval to pass. In this style of voting, the chair will verbally ask for the vote of all the delegates in committee. Delegates may vote YES, NO, ABSTAIN, PASS, YES with Rights, or NO with Rights. Delegates who Pass at first may not abstain in the second round of voting.
10. VOTING WITH RIGHTS: Delegates voting YES with Rights or NO with Rights reserve a thirty-second speech at the end of voting to explain their decision. Voting with Rights should only be used to explain the decision of a delegate if their vote seems particularly egregious or out-of-character (eg. they vote for a resolution that is against their country’s policy).
11. DIVISION OF THE QUESTION: During Voting Procedure, delegates may make a **motion to divide the question**. This motion allows the committee vote upon operative clauses of a resolution separately. This motion takes place in four stages:
 - a. First, a delegate must motion to divide the question. This needs a two-thirds majority to pass.

- b. Second, delegates will propose motions on how to procedurally divide the draft resolution, such as to vote clause-by-clause or to vote on a certain clause separately from the rest of the draft resolution. These proposals need a simple majority to pass.
- c. Third, delegates will vote on each part of the divided resolution as if they were their own draft resolution. These pieces need a simple majority to pass.
- d. Fourth, all parts of the divided resolution that were passed are reconstituted into a new draft resolution that must be voted on and needs a simple majority to pass.

APPENDIX A: Sample Working Paper

Working Paper 1.1

Committee: Disarmament and International Security Committee

Topic: Failed States

Author: Belgium

- We should define a failed state as one that has lost its internal legitimacy and ability to control its territory within its borders due to either internal or external factors.
- We should denounce failed states because they often contribute to the destabilization of surrounding states and increased violence and terrorism.

APPENDIX B: Sample Draft Resolution

Draft Resolution 1.1

Committee: Disarmament and International Security Committee

Topic: Failed States

Sponsors: USA, Belgium, South Korea

Signatories: Brazil, South Africa, Italy, Germany, Bosnia-Herzegovina, Chile, Palau

Noting with concern the threat that a state's failure poses to its citizens, their neighbors, and their planet,

Noting further that failed states have a destabilizing impact beyond their own borders,

Resolving to respect national sovereignty as this issue is addressed,

Recognizing that there is no universal solution to this problem, due to the complicated origins of failed states,

The Disarmament and International Security Committee:

1. **Defines** a failed state as a state that has lost its internal legitimacy and its ability to control the territory within its own borders;
2. **Further defines** a weak state as a state on the verge of failure due to internal or external factors;

3. **Denounces** all those individuals and groups who contribute to states' destabilization through violence and terrorism;
4. **Establishes** the UN Failed States Advisory Board, with the mandate of approaching failed or weak governments with solutions and instruction, to enable basic development and security.

APPENDIX C: Introductory Clause Phrases

Preambulatory clauses

<i>Acknowledging..</i>	<i>Affirming...</i>	<i>Approving..</i>	<i>Bearing in mind...</i>	<i>Believing...</i>	<i>Reaffirming...</i>
<i>Recognizing...</i>	<i>Stressing...</i>	<i>Desiring...</i>	<i>Realizing...</i>	<i>Emphasizing..</i>	<i>Encouraging...</i>
<i>Endorsing...</i>	<i>Expressing...</i>	<i>Recalling...</i>	<i>Having...</i>	<i>Observing...</i>	<i>Noting...</i>

Operative Clauses

<u>Accepts...</u>	<u>Affirms...</u>	<u>Approves...</u>	<u>Authorizes...</u>	<u>Calls upon...</u>	<u>Commends...</u>
<u>Condemns...</u>	<u>Decides...</u>	<u>Declares...</u>	<u>Emphasizes...</u>	<u>Encourages...</u>	<u>Endorses...</u>
<u>Instructs...</u>	<u>Invites...</u>	<u>Notes...</u>	<u>Notes with zest...</u>	<u>Reaffirms...</u>	<u>Recognizes...</u>
<u>Recommends...</u>	<u>Reiterates...</u>	<u>Suggests...</u>	<u>Supports...</u>	<u>Urges...</u>	<u>Welcomes...</u>

APPENDIX D: Sample Amendment

Amendment to Draft Resolution 1.1, Clause 4

Sponsor: United Kingdom

Signatories: Italy, Monaco

4. **Establishes** the UN Failed States Advisory Board, with the mandate of approaching failed or weak governments with solutions and instruction, to enable basic development and security.

ADD sub-clauses A and B:

- a. This Advisory Board will consist of 10 representatives from Member States and 10 third-party experts, selected by the committee for 4-year rotating terms;
- b. The Advisory Board will be responsible for issuing reports on targeted weak and/or failing states to the Secretary-General each year with solution strategies.