

PROCEDURES FOR THE MODEL UNITED NATIONS CONFERENCE
MAY 9TH, 2016
MONTANA STATE UNIVERSITY BILLINGS

Delegations may *only* use the following procedures at the Model UN Conference:

Point of Parliamentary Inquiry: This may be used by a delegation seeking clarification regarding procedures of the conference.

Motion to Suspend the Meeting: This may be used to call for a moderated or unmoderated caucus (see below under ‘flow of debate’ for information on when to call for such a motion).

Motion to Close the Speaker’s List: This may be used to close the speaker’s list on the resolution being considered if delegations wish to proceed to voting.

Motion to Open the Speaker’s List: This may be used to add to the speaker’s list if delegations wish to have more debate before voting on a resolution.

Motion to Close Debate: This is used to end discussion on a resolution so that the committee can proceed to voting on the resolution.

Note: All *decisions of the Chair will be final* and no motions will be entertained to appeal the decision of the Chair. Delegations are requested to raise their placards anytime they want to speak in the committee and wait on the Chair to call on them before speaking. A simple majority is required for any motions or resolutions to pass in both committees.

Committee Staff:

Each committee will have a Chair, Vice Chair, and Advisers. The Chair will conduct committee proceedings, ensure that delegates observe the allocated time-limit while speaking, call on delegates to take the floor, consider amendments to resolutions, and put resolutions to vote after discussion. The Vice-Chair will assist the Chair in conducting committee proceedings. The Advisers will maintain record of conference proceedings and assist the Chair and Vice Chair, if required. The committee staff will also assist delegations in formulating joint resolutions during unmoderated caucuses.

Flow of Debate:

The Chair will introduce the committee to all the committee staff members and take attendance of all delegations at the beginning of the session. The Chair will call out the country names alphabetically and each delegation will raise their placard to acknowledge their presence. The Vice Chair will then go over all the conference procedures. Delegations may seek clarification on procedures by raising their placard and call for “point of parliamentary inquiry” at any point during the conference.

The conference will commence with each country delegation briefly presenting their resolution that they would like considered. Delegations will take the floor in alphabetical order. The time limit is 30 seconds per delegation. All delegations are expected to go submit their resolutions online before the conference and take the time to read resolutions proposed by other delegations in the committee. Only one delegate from each delegation needs to take the floor.

The Chair will then call for resolutions to be considered on the floor. For a resolution to be opened for debate, it needs to be nominated by another delegation in the committee *and* attain 20% support of the committee members. In other words, no delegation can nominate its own resolution to be considered. For instance, the United States cannot nominate its resolution but another country in the committee can do so. Delegations need to raise their placards and wait for the Chair to call on them to propose a resolution for debate. If two delegations raise their placards at the same time calling for different resolutions to be considered, the Chair will use his/her discretion and decide which resolution will be considered first, provided it has support from 20% of the committee.

The Chair will call upon the delegation whose resolution is nominated for consideration to take the floor. The Chair will generate a speaker's list by inviting 2 delegations in favor of the resolution and 2 delegations against the resolution to address the committee. The time allocated for each delegation will be 2 minutes and the committee will be allowed to ask 2 questions per speaker/delegation. Delegations may also request a 'motion to suspend the meeting' for an unmoderated or a moderated caucus. The committee will vote to approve the motion and the Chair will set the time for such a caucus. In an unmoderated caucus, delegations can approach other committee members informally and try to find common ground to get enough support for resolutions (for instance, delegations could work on co-sponsoring a resolution or discussing the possibility of amendments that may be more likely to get enough support in the committee). In a moderated caucus, delegations may either take the floor to present their positions on the resolution to the committee or use the time to ask questions of the speakers.

After the caucus, the Chair will call for speakers either in favor of the resolution, against the resolution, proposing amendments to the resolution, or presenting a joint resolution/co-sponsoring a resolution. Any amendments or joint resolutions need to be written legibly on paper and handed to the Chair. Committee advisers will help delegations in drafting joint resolutions or adding amendments to existing ones. For an amendment or joint resolution to be considered, it must be supported by 20% of committee members. Note that delegations may support such an amendment or resolution to be considered on the floor to have more debate on the issue even if they are not necessarily in favor of the amendment or resolution. Delegations should use the caucus time to garner support from other committee members to ensure its consideration. The speaker's list will consist of no more than 4 delegations at a time. Delegations may call for a 'motion to open the speaker's list' if they wish to have more debate on the resolution.

If the speaker's list is exhausted or if there is no need for further discussion, the Chair or a delegation may call for a 'motion to close debate'. If the motion passes, the committee proceeds to voting. In the General Assembly, voting will be cast alphabetically. In the Security Council, the non-permanent members will vote first in alphabetical order after which the permanent members will be called to vote, also in alphabetical order.

The Chair will then call for another resolution to be considered on the floor.