

Rules of Procedure BRATMUN 2016

GENERAL RULES

Delegations

Rule 1

Each delegation shall consist of two or more representatives and one vote on each committee.
Official and working language

Official and working language

Rule 2

English shall be both the only official and working language of the General Assembly and all Committees. All documentation, records and reports shall be written in this language.

Attire

Rule 3

All delegates are expected to wear professional Western Business Attire during all General Assembly and committee sessions.

Conduct

Rule 4

Delegates shall show courtesy and respect to the Conference Staff, venue staff and to other delegates. This includes respecting staff decisions at all times, waiting to be recognized before addressing the committee, and refraining from the use of undiplomatic language. The Chairperson shall immediately call to order any delegate who fails to comply with this rule.

THE CHAIRPERSON

General powers of the chairperson

Rule 5

In addition to the powers conferred upon them elsewhere by these Rules, the Chairperson shall:

- a. Declare the opening and closing of each General Assembly and committee session;

- b. Direct the discussions in all General Assembly and committee sessions and during moderated caucus;
- c. Act at his own discretion to ensure and enforce observance of these rules;
- d. Accord the right to speak in the General Assembly and in the committee sessions;
- e. Put subjects to vote and announce the result of that vote;
- f. Rule on points of order;
- g. Propose the time limitation and the number of times the speakers are allowed to deliver a speech;
- h. Propose the adjournment of the debate;
- i. propose closure of the Speakers' List or closure of the debate;
- j. Propose the suspension or the adjournment of the meeting;
- k. Has the highest authority in disputes concerning the Rules of Procedure in order to maintain fluent flow of the debate .

The Chairperson may temporarily transfer his or her duties to another member of the Conference staff. The Conference staff may also advise delegates on the possible course of debate.

Motion to appeal the decisions of the Chairperson

Rule 6

Any delegate may move to appeal a discretionary decision or a procedural error of the Chairperson. The delegate must explain the reason for the appeal, and then the Chairperson shall speak in defense of his/her decision. No additional debate is allowed and the motion shall be put to the vote immediately. Two thirds of the committee must vote in favour of this motion to overrule the Chairperson's decision.

The Chairperson may consult the result of the motion with the President of the General Assembly on his own discretion. The decision of the President of the General Assembly cannot be overruled.

RULES GOVERNING DEBATE

Roll call

Rule 7

At the beginning of each meeting and on its re-convention (after suspension or adjournment) a roll call shall be conducted, where the Chairperson shall call countries in alphabetical order. Delegations raise their placards (or electronic voting devices) and answer “present”. There is no difference between delegations “present” or “present and voting” for the purpose of these rules. Delegations arriving late shall send a note to the Chairperson informing him/her of their presence.

CONDUCT OF FORMAL DEBATE

The speakers’ List

Rule 8

a. The Committee shall have an open general Speakers’ List for the topic being discussed. Separate Speakers’ Lists may be opened as needed for procedural motions and debate on amendments. A country may add its name to the Speakers’ List by submitting a request in writing to the Chairperson, provided that country is not already on the Speakers’ List, and may remove its name from the Speakers’ List by submitting a request in writing to the Chairperson. At any time the Chairperson may call for members that wish to be added to the Speakers’ List.

b. During the discussion on an amendment to a resolution the Speakers’ List shall be divided between delegations wishing to speak in favor and delegations wishing to speak in opposition. The Chairperson shall call upon the speakers in alternate manner, starting with a delegation opposed to the amendment.

c. Debate on any topic is automatically closed after the Speakers’ List has been exhausted. The committee shall in case that the Speaker’s List concerns amendment to a resolution move to the voting procedure. In case the general Speakers’ List has been exhausted and there are no points or motions on the floor, a new Speaker’s list shall be opened automatically.

Speaking time

Rule 9

The Chairperson shall either set a speaker’s time or entertain motions to set a speaking time. A delegate may raise a motion to change the speaking time, stating reasons and specifying a preferred time limit.

Closure of the Speakers’ List

Rule 10

Any delegate may move to close the current Speakers’ List. This motion requires a second and shall be immediately put to a vote. It requires a two-thirds majority to pass. If adopted, no further speakers shall be added to the current list.

Addressing the General Assembly

Rule 11

No representative may address the General Assembly/Committee without having first obtained the permission of the Chairperson. Before a representative addresses his speech, he's obliged to formally recognize Conference Staff and other delegates (e.g. "Honored Chairs, Distinguished Delegates..."). Speakers signify their desire to speak by placing the name of their delegation on the Speakers' List, or in general debate, by raising their placard (or using the electronic voting device). The Chairperson may call a speaker to order if his/her remarks are not relevant to the subject under discussion, or are offensive to committee members or staff.

Yields

Rule 12

If the speaker has any remaining time left at their disposal, and they are finished speaking, they may:

a. Yield the floor to another delegate. The delegate wishing to yield the floor must specify the reason for this motion. The delegate to whom the floor is yielded may refuse to take the floor. Their remaining time shall be given to that delegate, who may not make any further yields. To turn the floor over to a co-delegate is not considered a yield.

b. Yield the floor to the Chairperson. Such a yield should be made if the delegate does not wish their speech to be subjected to any points of information. The delegate is also obliged to yield the floor to the chairperson after answering all recognized points of information. After the yield, the Chairperson shall recognize the next speaker.

POINTS

Point of parliamentary inquiry

Rule 13

A delegate may rise to a point of Parliamentary Inquiry in case he does not know a rule or has any question about parliamentary procedure. This point is directed to the Chair and it may not interrupt any speech.

Point of information

Rule 14

If a delegate is open to points of information after their speech, other delegates may rise to a point of information in order to ask a question or clarify any pertinent issue by raising their placards. A point of information must relate to the content of the debate and be phrased as a question (e.g. "Could you please clarify..."). The order and number of points of information entertained depends on the discretion of the Chairperson. The delegate asking the question may raise a motion to follow-up. This motion can be overruled by a discretionary decision of the Chairperson.

Point of order

Rule 15

During the discussion of any matter, a delegate may rise to a point of order when they feel that a delegate is not behaving according to Parliamentary Procedure. Under no circumstances is discussion allowed on a point of order. No further points of order may be introduced until the Chairperson has made a ruling on the previous one. The Chairperson may rule out of order those points, which are unnecessarily impeding the progress of the meeting or improper; such a decision is not appealable. This point may interrupt a speaker only if the delegate believes that the speaker shouldn't be speaking.

Point of personal privilege

Rule 16

Whenever a delegate experiences personal discomfort, which impairs their ability to participate in the debate, the delegate may rise to a point of personal privilege in order to request the situation to be remedied. This point may interrupt a speaker only in case a delegate cannot hear the speaker. In other cases delegate must wait until the end of the speech.

Right of reply

Rule 17

If there is any insinuation upon an issue sensitive with regard to the Member Nation in the speech of another representative, the delegation of the respective Member Nation may wish to entertain their right of reply. After the speech is delivered, the delegate may call upon a right of reply. Rights of reply shall be accorded at the Chairperson's discretion. If deemed appropriate, the Chairperson shall let the delegate react to the speech. This reply may not interrupt a speaker. There is no Right of reply to a Right of reply.

PROCEDURAL MOTIONS

Suspension or adjournment of the meeting

Rule 18

A motion to suspend debate postpones debate until the next scheduled committee session; a motion to adjourn effectively ends the debate on the current topic for the duration of the Conference. The Chairperson has the right to refuse to accept the motion to suspend or adjourn the meeting if he or she considers that it would prevent the Assembly from completing its work. These motions and the Chairperson's decisions upon them are not debatable and require a simple majority to pass.

Closure of the debate

Rule 19

A representative may at any time move to close the debate on the current topic or amendment, stating the reason for this motion. The Chairperson may refuse to entertain the motion. One speaker against the motion may be recognized, after which the motion shall be immediately put to the vote. The motion requires two-thirds majority to pass. If passed, the committee shall immediately begin voting procedure on the current matter of debate.

Unmoderated Caucus

Rule 20

Unmoderated caucus is a suspension of official debate for the purpose of informal discussion among delegates. A motion for an unmoderated caucus is in order at any time when the floor is open, and should specify the duration and the purpose of the caucus. Unless ruled by the Chairperson, it shall be immediately put to vote. The motion requires a simple majority to pass.

Moderated Caucus

Rule 21

A moderated caucus is a temporary suspension of the Speakers' List during which the Chairperson opens a Secondary Speakers' List. A motion for a moderated caucus is in order at any time when the floor is open, and should specify the duration and the purpose of the caucus, as well as individual speaking time. Unless the Chairperson considers this motion dilatory, it shall be immediately put to the vote. The motion requires a simple majority to pass. If passed, delegates may ask to be added to the Secondary Speakers' List by raising a placard.

Round table

Rule 22

A round table is a temporary suspension of the Speakers' List during which the Chairperson shall set a speaking time and calls countries in the English alphabetical order to express their opinion on a currently discussed topic and/or the progress of the committee in relation to a draft resolution or any other significant issue. The motion requires a simple majority to pass.

Order of procedural motions

Rule 23

Before the currently proposed motion has been discussed and voted upon, no other motion may be raised by another delegate.

Seconding of procedural motions

Rule 24

Each procedural motion has to be seconded in order to be considered. Voting on procedural motions

Voting on procedural motions

Rule 25

Delegates vote on procedural motions by a show of placards (or using the electronic voting device, if ruled by the Chairperson). Abstaining from procedural votes is not possible.

RESOLUTIONS & AMENDMENTS

Working Paper

Rule 26

Delegates wishing to contribute to the debate by spreading information regarding the topic or suggesting solutions to the present issue might do so through working paper. Such document first needs to be sent to the chair for approval after which it is distributed to all members of the committee. Working paper can also be used as a basis for draft resolution

Draft Resolution

Rule 27

In order for a document to be eligible to become a draft resolution it first needs to have at least a one fifth of the committee as either signatories or sponsors. There might be only one delegate as a main submitter of a draft resolution. Secondly it must be sent for approval to the chairperson who might sent it back for necessary adjustments. Documents might be submitted from the beginning of the committee until time specified by the chair. After the deadline no documents will be recognized. Only after the deadline, potential draft resolutions shall be discussed.

Introducing Draft Resolution

Rule 28

After the deadline for submission of potential draft resolutions, first recognized document is distributed and its operative clauses are read. The main submitter is then called upon to have a speech in favour of this document becoming draft resolution, followed by opening of secondary speakers list to conduct for and against debate on this matter.

Motion to reorder potential draft resolutions

Rule 29

Documents shall be discussed in the order they were sent to the chair, unless motion to reorder potential draft resolutions is raised. While raising this motion delegate must suggest new preferred order of potential draft resolutions and state reason for the change. Motion to reorder potential draft resolutions can be raised only before discussion of a new potential draft resolution and requires simple majority to pass.

Voting on the Introduction of Draft Resolution

Rule 30

Upon the depletion of secondary speakers list of potential draft resolution, a vote to introduce the discussed document shall take place. All sponsors are obliged to vote in favour, while signatories have no duties. A simple majority is required for the introduction of a draft resolution.

Amendments

Rule 31

If the committee has a draft resolution and its disposal, clause by clause debates follows. During this time each operative clause of the given draft resolution starting from the first may be amended. After all of the operative clauses have been reviewed clause by clause debate ends committee moves to a voting procedure on the overall resolution

Motion to return to clause by clause debate***Rule 32***

When any delegate believes the draft resolution still needs to be further amended, they might raise the motion to return to clause by clause debate. If the motion reaches simple majority the whole draft resolution will be reviewed again. Chair might overrule this motion in case of time insufficiency.

Friendly Amendments***Rule 33***

Any amendment accepted by all sponsors and the main submitter of the draft resolution is deemed friendly. In such case amendment passes without debate or vote and is immediately implemented.

Unfriendly Amendments***Rule 34***

If amendment is not accepted by all sponsors and the main submitter of the draft resolution the amendment is deemed unfriendly. In such case secondary speakers list is opened and after reading the amendment delegates are invited to engage in for and against debate, with submitter of the amendment as the first speaker. After the secondary speakers list has been depleted or chairperson decided to end the debate due to time constraints, amendment moves to voting procedure. Simple majority is needed for the amendments implementation to the draft resolution.

Resolution***Rule 35***

After the end of the clause by clause debate on a draft resolution, main submitter is invited to deliver a speech in favour of the draft resolution becoming committees resolution. For and against debate on this matter follows, until the speaker list is depleted and voting procedure opens. In order to pass a resolution simple majority is required. No delegate shall abstain from this vote.

VOTING

Voting rights

Rule 36

Each Member Nation of the General Assembly or Committee shall have one vote. Nations with observer status shall not have vote on resolutions and amendments. However, they may vote on procedural matters.

Conduct during Voting Procedure

Rule 37

Upon the beginning of the voting procedure, the committee chamber shall be sealed. There shall be no walking, no talking, and no passing of notes. All points or motions not directly related to the execution of the voting procedure shall be ruled out of order. On procedural motions, delegates vote by raising of placards. Resolutions and amendments shall be voted on in the same way, unless there is a motion for a roll call voting.

Quorum

Rule 38

The presence of a majority of the Members shall be required for any substantive vote on any draft resolution. Quorum shall be assumed to be present unless directly challenged.

Majority

Rule 39

All substantive votes on any draft resolution or unfriendly amendment require a simple majority to pass. For the purpose of these rules, a simple majority requires more “yes” than “no” votes. Members who abstain from voting are considered as non-voting.

Roll call voting

Rule 40

In a roll call vote, the Chairperson shall call countries in the English alphabetical order, starting with the member whose name is drawn by lot by the Chairperson. Any delegate may move for a roll call vote on any draft resolution. This motion needs a simple majority to pass.

In a Roll call voting, all delegates shall vote “yes”, “no” or “abstain”.

Motion to divide the house

Rule 41

After any voting procedure in which a number of delegates have “abstained”, a delegate may raise a motion to Divide the house. The motion a simple majority to pass. After the motions has passed, the voting procedure will be repeated. This time, no delegates may “abstain”.

Equally divided votes

Rule 42

If a vote on a resolution or an amendment is equally divided, the chairperson shall divide the house.
If a voting after this motion results in equality, the proposal shall be regarded as a rejected one.