**ZENITH MODEL UNITED NATIONS 2014**

**RULES OF PROCEDURE**

**Introduction**

**What is MUN (Model United Nations)?**

Model United Nations (MUN) – as the name suggests, is a forum which simulates the working the working and functioning of the United Nations and acts as a learning platform for today’s students**.** A simulation, where students are made to represent different nations, provides them with valuable insight into the skills required to succeed in the complex, dynamic and explosive world. As international diplomats, these young learners will exhibit their depth of knowledge, vocal prowess, negotiating and diplomatic skills and management temperament while dealing with issues pertaining to their allotted countries. In the process, they are exposed to the working environment in which government functionaries perform within the constitutional framework, policies and guidelines

**Aim:**

It aims to make each student a global citizen. Its main goal throughout the world is to increase international understanding and promote leadership in all participants for the future of the world.

**Academic Angle:**

If you are looking to score in your co-curricular profile, then an

MUN is the answer to your worry. This competition holds a certain standard of prestige and recognition in store for each and every delegate. The renowned conference’s wins act as a plus point even in documents as important as your Curriculum Vitae. It is a once in a life time experience.

**Why is it important to research well for the MUN?**

* The initial step of any MUN is RESEARCH.
* Preparedness makes the conference more fun and enjoyable along with a great learning experience.
* Extensive knowledge about the country, committee, agenda and the UN is essential.
* The simulation can only be carried out with full enthusiasm if the delegates are prepared

**How to research so as to yield maximum results?**

Research is usually broken down into three parts:

* Country information
* The UN system
* The Agenda allotted

**Jump start researching your country**

The main points for research are:

1. Political structure
2. History, People, Culture and Geography
3. Economy and infrastructure
4. Foreign policies and international relations
5. Transnational issues and current affairs

**The United Nations Systems**

It is important for delegates to be well informed about:

1. The functioning of their respective committees;
2. The United Nations Charter;
3. Recent United Nations actions on the issue at hand;
4. Conferences that have been held;
5. Statements, Resolutions, Speeches and Press releases by the UN.

**Agenda of the respective committees**

The agenda of a committee is the tabled topic for debate and discussion in a committee session. The research involves:

1. Background information;
2. Country’s stand;
3. Aspects of the agenda covered by the committee;
4. Relation between the issue and the UN;
5. Opinions of all major powers;
6. Latest developments;
7. Speeches, Resolutions, Statement and News articles.

**Sources for researching**

To find the information and use it with maximum productivity, it is important to know the sources and use them judiciously to yield maximum results. The following sources could be used:

1. Internet
2. Newspapers and magazines
3. Television
4. Visit to the Embassy of the respective Country
5. Publications, Speeches, Resolutions and Press Releases

**Internet**

The following links could be used

* [www.un.org](http://www.un.org);
* https://www.cia .gov/cia/publications/factbook/index.html;
* [www.unausa.org](http://www.unausa.org);

 Search engines ([www.google.com](http://www.google.com) [www.yahoo.com](http://www.yahoo.com) );

* Websites of Permanent Missions Of the Country to the UN;
* Official website of the Country
* Websites of the international organizations – EU – <http://europa.eu/> , Amnesty international – [www.amnesty.org](http://www.amnesty.org).

**Newspapers and Magazines**

Newspapers and Magazines help to remain updated with the latest developments all over the world. It makes the delegates up-to-date with current affairs.

**Television**

Television helps to be in touch with current affairs. Various news channels and talk shows help in knowing the public opinion and also at times provide important figures and statistics. International news channels and international news is essential for delegates to be informed with.

**Publications, Speeches, Resolutions and Press Releases**

These are material published and issued by the UN and the other international organizations which help in knowing the real decisions taken by the UN and help in knowing the real decisions taken by the UN and help in a better resulting UN simulation. These publications, press releases, speeches and resolutions are easily available.

**RULES OF PROCEDURE SHORT FORM**

\*Note: All procedural matters in the committee are subjected to the discretion of the Chairperson.

The Chair may undertake any action that is not covered in the Rules of Procedure in order to facilitate the flow of debate at the conference.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Motion | Second Required | Datable | Interrupt Speaker | Special notes |
| Establishment of Agenda (Not required in committees with a single agenda) | Yes | 3 For 3Against | No | Used to set the order in which topics will be addressed. |
| Point of Personal Privilege | No | No | Yes | Raised when a delegate experiences personal discomfort (e.g. can’t hear, too hot/cold) |
| Point of Order | No | No | Yes | Raised by a delegate to address a procedural or factual error.  |
| Point of Inquiry | No | No | No | Raised when a delegate has questions regarding the proceedings, directed to Chair |
| Point of information | No | No | No | Directed at other delegates for the purpose of asking questions in relation to speeches and draft resolutions. |
| Yields | No | No | No | Can be done after a delegate speaks. Can only yield to questions, another delegate or to the Chair |
| Right of Reply | No | No | No | Must be Submitted in writing to The Chair. Requested when a delegate feels that someone has made a derogatory comment or insult. |
| Withdrawal of Draft Resolution | No | No | No | Withdrawal must be agreed upon by all sponsors |
| Appeal to the Chair’s Decision | No | No | No | Made when a delegate feels that the Chairperson has made an incorrect decision.  |

**Chart of Basic Model U.N. Procedural Rules (Points and Motions)**

|  |  |  |
| --- | --- | --- |
| **Motion** |  | **To Pass, the vote requires** |
| Motion to set**Speaker’s Time** | This is a motion to set or change the speaker’s time. It is a procedural motion, which requires two (2) delegates speaking for the amount of time motioned for, and two (2) delegates speaking against | Simple Majority |
| Motion to **Open** and **Close** the speakers list | At Model U.N. conferences, once the speakers list is open is when delegates can start discussing the agenda at hand. Once the speakers list is exhausted, it means no one else wishes to speak, debate is over, and the committee then moves into voting procedure. This motion requires immediate vote. | Simple Majority |
| Motion to **Suspend Debate** | This motion is made to suspend the meeting for the purpose of a regular caucus or a moderated caucus, but its use also depends upon the conference you are attending. When moving to suspend the meeting, the delegate should specify a certain amount of time and the purpose, This motion requires an immediate vote | Simple Majority |
| Motion to **Adjourn meeting** | This motion is made to end the committee session until the next session, which at times is until next year. This motion is most commonly made to end committee for the purpose of lunch or dinner. | Simple Majority |
| Motion to **Adjourn debate** | This motion must not be confused with the motion to adjourn meeting. Motion to adjourn debate is required to halt the session for the purpose of lunch and tea | 2/3 Majority |
| Motion to **Close Debate** | This motion is made in order for the committee to move into voting procedure. Once a delegate feels as if they have made their country’s position clear, there is enough draft resolutions on the floor, and everyone is ready, a delegate makes a motion to move into voting procedure by moving for the closure of debate. This motion requires only two (2) delegates speaking against the closure of debate and zero (0) delegates for the closure of debate. | 2/3 Majority |
| Point of **Order** | During the discussion of any matter, a representative may rise to a point of order, and the Chairperson in accordance with the rules of procedure shall immediately decide the point of order. A delegate may appeal against the ruling of the Chairperson (Noted Below). The appeal shall be put to vote, and the Chairperson’s ruling shall stand overruled by a two-thirds majority of members present and voting a delegate rising to a point of order may not speak on the substance of the matter under discussion |  |
| Point of **Inquiry** | When the floor, a delegate may move for a point of inquiry, in order to ask the Chairperson a question regarding the rules of procedure. |  |
| Point of **Personal Privilege** | A delegate may raise a point of personal privilege in order to inform the chairperson of a physical discomfort she/he is experiencing, such as inability to hear another delegates speech |  |
| Point of **Information** | After a delegate has given a speech in formal debate, she/he may choose to yield his or her time to a point of information, a question another delegate raise concerning the speech |  |
| Appeal to the **Chair’s Decision** | This motion is made when a delegate feels as if the chairperson has made an incorrect decision The delegate wishes to challenge the chairperson and does so by formally making a motion may be made verbally or in writing. The opposite delegate speaks and the chairperson defends his/herself before the vote. | 2/3 Majority |

**Resolution Process**

**What is a Resolution?**

* The final results of discussion, writing and negotiation.
* Written suggestions for addressing a specific problem or issue.
* All UN Bodies (except the Security Council) use resolutions to make recommendations or suggestions for future action.
* Security Council Resolutions compel nations for actions are directive.

**More on Resolutions**

A Resolution is generally written by countries that have similar ideas and approach to a problem. It requires formation of ally groups and blocs. This happens during these times:

* DURING SESSION: Notes and speakers’ list speeches
* DURING CAUCUSES: Moderated and unmoderated caucuses provide breaks in debate involving discussion for resolutions and consensus building.

**Working Paper and Draft Resolution**

* Working Papers are resolutions being drafted and not introduced in formal debate.
* Used to garner maximum support.
* Requires director approval and support before being introduced into debate.
* Draft resolutions: Drafts with the director’s approval and prerequisite support.
* Debated and voted upon after tabling.

**Composition of Working papers and Draft Resolutions**

**Sponsors**

* These are the countries that participate in the actual writing of the Resolution.
* They as a rule, vote FOR it, but can vote NO with Rights.
* A country can sponsor only 1 resolution per agenda.

**Signatories**

* Signatories are the countries that want the resolution should be debated/discussed in council.
* They may vote as per their wish.

**The Clauses**

* Perambulatory Clauses- The reason for which the topic is addressed and relevant past international action.
* Operative Clauses- Identify the actions or recommendations made in a resolution, organized in a single logical progression.

**An Effective Resolution**

* 3rd person singular
* Single, Logical progression
* Independent and unique
* Each operative with single aspect or solution
* Quotes from charter, UN officials and previous action in pre-ambulatory
* Be realistic, factual and justify all the operatives.

**Resolution Process**

Steps for writing and passing of a resolution:

* Working papers (Initiation) 11% support + Director’s Approval
* Draft resolutions (Transition) 20% support + Director’s Approval
* Debate (Brain Storming) Moderated Caucus
* Voting (Completion) – SIMPLE MAJORITY

**The Amendments**

* 2 types-

**Friendly and Unfriendly**

* Friendly amendments only require support of all the sponsors of the same resolution
* The sponsor of the amendment can or cannot be a sponsor of the same resolution.
* Unfriendly amendments require 20% support of the committee and are voted upon before the draft reclusion- and require a special majority to be passed

**SAMPLE RESOLUTION**

**General Assembly Third Committee**
Sponsors: United States, Austria and Italy
Signatories: Greece, Tajikistan, Japan, Canada, Mali, the Netherlands and Gabon
Topic: “Strengthening UN coordination of humanitarian assistance in complex emergencies”

The General Assembly,

Reminding all nations of the celebration of the 50th anniversary of the Universal Declaration of Human Rights, which recognizes the inherent dignity, equality and inalienable rights of all global citizens

Reaffirming its Resolution 33/1996 of 25 July 1996, which encourages Governments to work with UN bodies aimed at improving the coordination and effectiveness of humanitarian assistance,

Noting with satisfaction the past efforts of various relevant UN bodies and nongovernmental organizations,

Stressing the fact that the United Nations faces significant financial obstacles and is in need of reform, particularly in the humanitarian realm,

1. Encourages all relevant agencies of the United Nations to collaborate more closely with countries at the grassroots level to enhance the carrying out of relief efforts;

2. Urges member states to comply with the goals of the UN Department of Humanitarian Affairs to streamline efforts of humanitarian aid;

3. Requests that all nations develop rapid deployment forces to better enhance the coordination of relief efforts of humanitarian assistance in complex emergencies;

4. Calls for the development of a United Nations Trust Fund that encourages voluntary donations from the private transnational sector to aid in funding the implementation of rapid deployment forces;

5. Stresses the continuing need for impartial and objective information on the political, economic and social situations and events of all countries;

6. Requests the expansion of preventive actions and assurance of post-conflict assistance through reconstruction and development.

**PREAMBLULARY CLASUE**

Acknowledging… Deeply disturbed… Having

Observing… Affirming… Desiring

…adopted… Reaffirming… Alarmed…

Determined… …approved… Realizing…

Anxious… Emphasizing… …considered…

Recalling… Approving Encouraged…

…examined further… Recognizing… Aware…

Endorsing… …received… Refrying…

Bearing in mind… Expressing… …reviewed…

Regretting… Being convinced …appreciation…

Keeping in mind… Reiterating…

Believing… …deep appreciation… Mindful… Seeking… Cognizant… Expecting… Nothing… Stressing… Concerned… Fulfilling… …further… Welcoming…

Confident… Fully… …with approval…

Conscious… …aware… …with concern…

Considering believing… …with deep concern…

Declaring… Guided by… …with satisfaction…

**OPERATIVE CLAUSES**

Operative clauses are set out to achieve the committee’s main policy goals on the topic. Each operative clause begins with a number and ends with a semicolon (the final clause ends with a period). Operative clauses should be organized in logical progression, and each clause should contain a simple idea or policy proposal. Keep in mind that all resolutions except those passed by the security council are non- binding.

Accepts… Confirms… Endorses… Recommends…

Adopts… Congratulates. … Expressing… Regrets

Affirms… Considers… instructs... Reiterates…
Appeals… Decides… Invites… Repeats…

Appreciates… …accordingly... Notes… Suggests…

Approves… Declares… …with appreciation strongly…

Authorizes Deplores …with approval… Support…

Calls upon… Designates… with satisfaction… takes note of…

Commends… Directs… Reaffirms… Transmits

Concurs… Emphasizes …its belief Urges

Condemn… Encourages… recognizes… Welcomes…

Members of the UN WOMEN please note:

The following two documents shall be considered by your executive board, that are-

1. Report
2. Decision Document

Apart from the above-stated documents, joint statements or presidential statements may be sent by the delegates or a group of delegates at any point of time.

\*Both the documents require unanimous consent from all the members of the committee and no amendments shall be made to the document once it has been accepted by the Executive Board except in cases where there is a grammatical/spelling error.

\*The discussion on the documents shall be limited to the un-moderated discussion sessions only, however at the discretion of the Executive Board, a moderated caucus can be passed to discuss the same or mere questions can be asked to the whole committee considering every delegate has authored the document.

For any queries email us at : zmun.mh@gmail.com