

# MISIS International Model United Nations

Rules of procedure



# What is Model United Nations?

- MUN is a model version of the real UN.
- It's an activity where students from all over the world attend international conferences and discuss issues of global importance, trying to bring solutions to them.
- Students represent different nations, and defend their points of view in the discussions that take place.

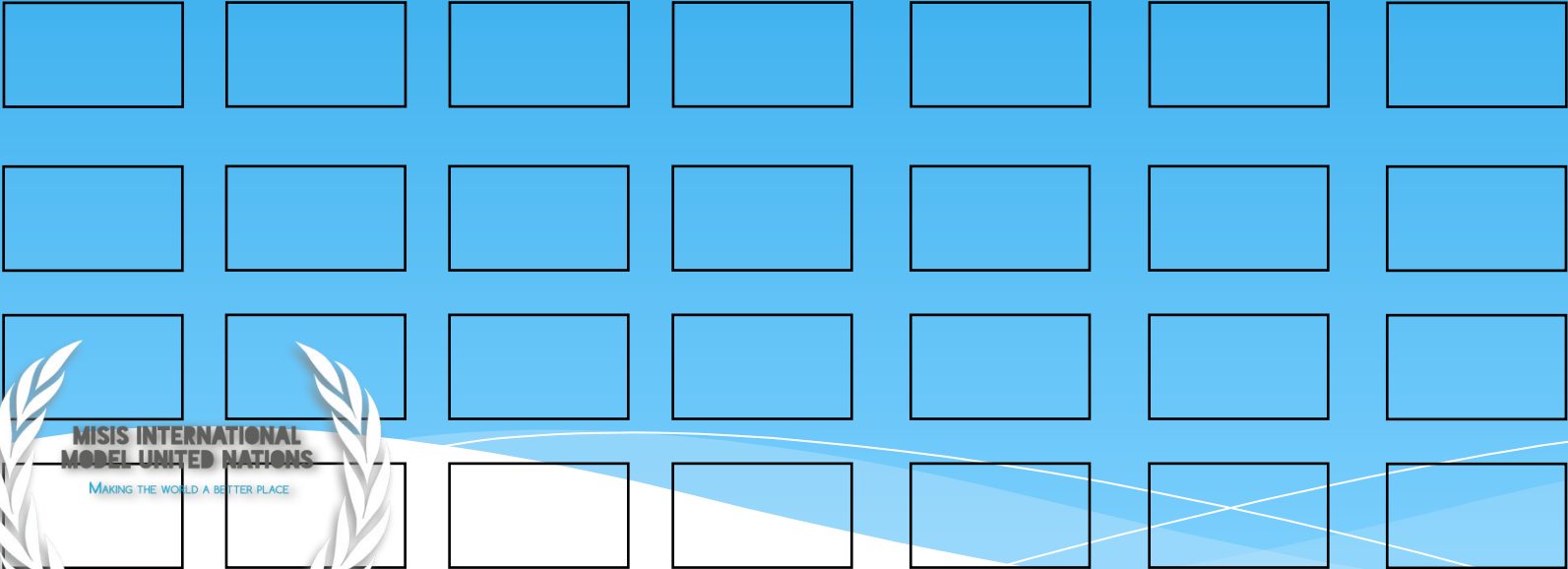


# The Typical Overview of a Committee

The podium  
(a.k.a. "the  
Floor")

Chairperson(s)

Delegates



# Committee Session

- The chairs are the people who direct the debate/discussion.
- Delegates can make speeches by “taking the floor”: i.e. by approaching the podium. After speech, they can also answer questions.
- In every debate, the chairperson determines the following:
  - A set time available to make speeches
  - A set number of questions that can be answered by the speechmaker, after his/her speech.
  - If necessary, the type of debate to be carried out (please see next slide for details)



# Types of committee debate

There are 3 types of debate that take place in Model United Nations:

- Formal Debate

- Moderated Caucus

- Un-moderated Caucus



# Types of committee debate

## Formal Debate

- All parliamentary procedures are in place. This basically means this will be a structured debate where a speaker will ‘take the floor’, make a speech, perhaps answer 1 or 2 questions, and return to their seat.
- Speaker’s List in order: A list of delegates wishing to speak will be created at the beginning of debate, and during the debate, this list will be followed.
- Delegates cannot talk among themselves. Delegates may send notepapers to each other.



# Types of committee debate

## Moderated Caucus

- Almost all parliamentary procedures still in place.
- Speaker's List not in order: After each speech, when the delegate returns to his/her seat, the chair will ask: "Are there any delegates wishing to take the floor?", and then will call on one delegate. This process will be repeated throughout the debate.
- Extremely similar to Formal Debate.

## Un-moderated Caucus:

- Delegates are free to talk, roam around the room and discuss.
- No formal parliamentary procedure in place. (ie. Free discussion time.)



# Mode of Conduct

## Respect the Chair and fellow delegates:

- “Your Excellency Mr. President...”, “Honourable Chair”, “Distinguished Chairs” or similar. (while referring to the Chair.)
- “Honourable Delegate” or “Honourable Delegate of Switzerland” (while referring to other delegates)
- Remember that only the Chair can authorise speeches, and points of information (ie. questions) (*details coming up*)

## No use of 1<sup>st</sup> person at any time:

- “I think this resolution is...” WRONG.
- “We think...” OR “Spain thinks that...” CORRECT.
- Exception: To leave the podium, the delegate must say “I yield my time back to the chair” if he/she has any time left. If not, “I yield the floor back to the chair”





# Important Model UN Procedural Vocabulary

- **Delegate:** Representative of a nation.
- **The Floor:** The floor is the podium, where delegates make speeches and answer questions.
- **Placard:** A piece of plastic or cardboard that has the name of the country written on it in bold and large letters. Every delegate has a placard. These are used extensively during debate, to request to make speeches and during voting.
- **The House:** The committee is called the house.
- **“No commotion on the floor” / “Will the house please come to order”:** The chair is telling the delegates to sit down and stop talking!
- **To Second:** To agree with something.



# Important Model UN Procedural Vocabulary

- **Speaker's List:** List of nations that signalled to the chair that they want to make a speech. This will be written on the board for all delegates to see.
- **Voting by roll call:** In typical voting, delegates raise their placards when asked whether they are “in favour” or “against” the specific thing that is being voted. The chair counts placards to determine outcome of vote. (“Abstaining” may or may not be in order.)
- **Agenda:** The topic of discussion.



# Motions and Points

- During debate, delegates can suggest several actions, which are called “points” and “motions”.
- In general, these can never interrupt a speaker.
- If a delegate wishes to make a point, he/she is supposed to raise his/her placard and state his/her point. The delegate will then be recognised by the Chair, and the delegate will rise and state his/her point.
- If other delegates agree with a motion, they will shout "Second!"
- A point cannot be seconded. (because there is no need to.)



# Motions and Points

## □ Point of order:

If a mistake is made during a debate, by the Chair or by a delegate it is in order for a delegate to use this point.

## □ Point of information to the Chair:

This is a question from a delegate directed to the Chair, when something is unclear during debate, the delegate may use this point.

## □ Point of information:

A point of information is basically a question. It is directed to the speaker who at that moment has the floor. Points of information are always questions concerning the contents of the debate.



# Motions and Points

## □ Point of personal privilege:

This point is the only point that may interrupt a delegate or the Chair while they are speaking. You would make use it if there is an audibility problem, ie. if you cannot hear the speaker.

## □ Point of parliamentary inquiry:

If some kind of confusion occurs and the delegate is not sure what to do next during the debate he may use this point. The delegate could, for example, ask whether it is in order to abstain on an amendment.



# Motions and Points

## □ Motion to move (directly) into voting procedures:

Sometimes delegates feel that there is nothing to say about a resolution anymore, however debating time has not elapsed yet. Now the delegate may use this motion. If there are no objections the house will directly move into voting.

## □ Motion to extend debating time:

This motion is used when a delegate feels that there is not been enough time to discuss a resolution. When debating time has elapsed delegates may use this motion. The Chair will then decide if this is in order or not.



# Motions and Points

## □ Motion to call for a division of the house:

Sometimes the difference in number of votes in favour and against a resolution or an amendment is very small. A delegate may use this motion then. There will be a recount. Should the difference still be marginal, every country will be called up and the delegates will have to state their vote again.

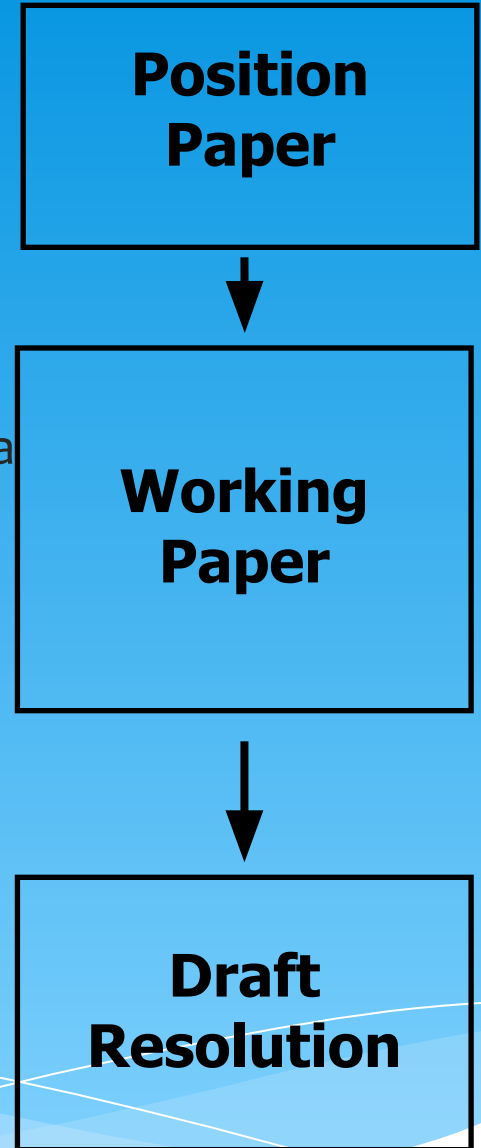
## □ Motion to table the resolution:

If a delegate feels that a resolution is so bad, that it is not worth discussing it, he may raise this motion. There then will be a vote and if the majority of the forum agrees to table the resolution, it will be put aside and may be discussed later on. But it basically means the "death" of the resolution.



## Documents in MUN

- Position Paper is prepared before coming to conference ( a few days-weeks before.)
- Paper that summarizes your nation's position on the issue.
- Prepared either before or during the conference.
- It is edited during the conference. It's a draft document that is similar to a resolution in format. It's a document summarizing your recommended solutions.
- Can be edited together with other delegates/nations.
- Created during the conference. Numerous delegates combine their draft working papers and create a document that highlights all the solutions to the problem. This is called a draft resolution.





# Chronology of Typical Formal Debate

- 1) The Agenda and first topic to discuss set by Chair.
- 2) Speaker's List created. (delegates who wish to speak raise their placards and their names are recorded by the chair.)
- 3) Formal debate will begin. First delegate on the list will be recognized by the chair (ie. They will take the floor, upon hearing "Germany, you have the floor" or "Germany, you have been recognized")
- 4) Speech will be made by delegate, and maybe one or two points of information answered. Then delegates returns to seat ("I yield my time back to the chair" or "I yield the floor back to the chair.")
- 5) Process repeated until Speaker's List exhausted.
- 6) Un-moderated caucus or moderated caucus follow



# The end

