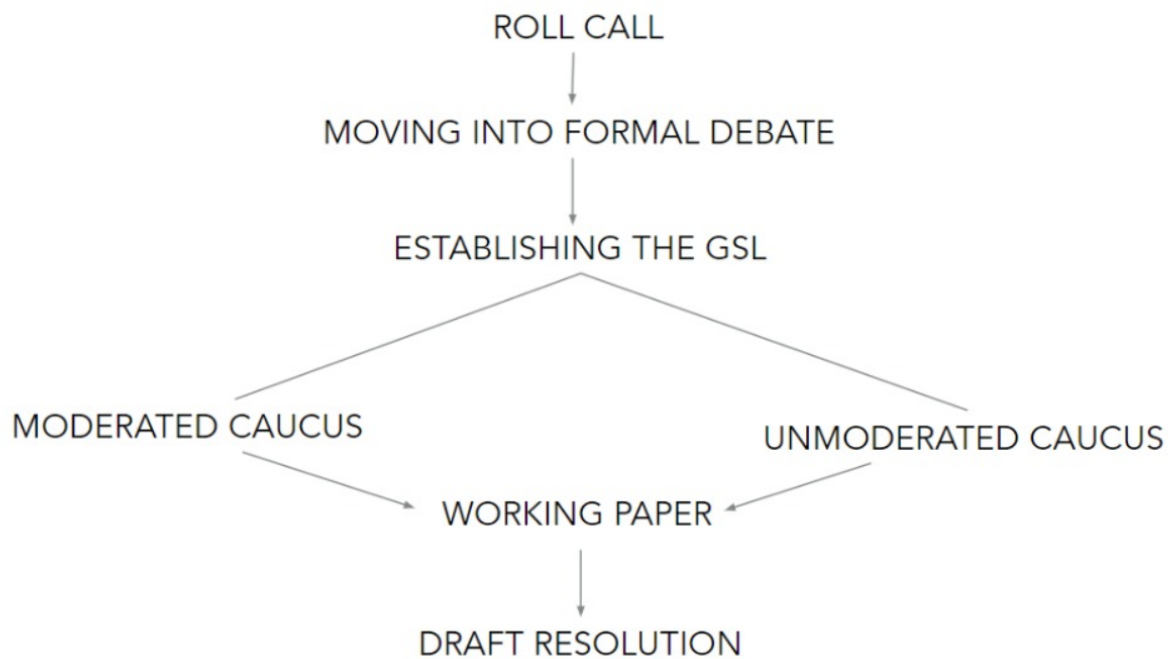


Rules of Procedure



FLOW OF THE CONFERENCE



Rules of Procedure



Motions

A motion refers to a specific form of action taken by a delegate to channel debate in an effective and efficient manner. Through a motion you are “moving” towards a particular action. Verbatim means “exactly as said” and would be used to refer to how one would verbally introduce a motion.

Motion to Open the General Speaker’s List

This motion is used at the beginning of a conference when a speakers list, the General Speaker’s List (GSL), has to be opened in order to discuss the agenda. The chairperson will call upon the delegates who want to be added to the list. Oftentimes, a GSL speech of 90 seconds includes the delegate’s stance on the agenda and objectives for the committee. Verbatim: “The Delegate of (country Name) motions to enter formal debate, and establish the GSL.”

After the completion of a GSL speech, if time remains, delegates have four options:

- **Yield to another delegate:** This would entail that the remaining time will be offered to another delegate allotted by the former speaker. If the delegate accepts the yield, they may not yield to any other person but the chair. The delegate who is being yielded to must have prior knowledge of the yield.
- **Yield to points of information:** If the delegate is open to questions he/she can yield to points of information. Depending on the time left the executive board will determine how many speakers will be allowed. The delegate’s answers are counted into their remaining speaker time.
- **Yield back to the executive board:** Delegates may choose to yield it to the chairperson who will then proceed with the committee.
- **Yield to comments:** The delegate can yield to comments allowing other delegates to comment (agree/disagree) with the speech. This may or may not be allowed by the discretion of the executive board.

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Motion for a Moderated Caucus

A Secondary Speakers' List is established upon passing a motion for a 'Moderated Caucus.' During which, a sub-topic related to the agenda is chosen and the delegate raising the motion would specify a total time limit for the caucus as well as an individual speaking time for each of the delegates. It should be noted that a moderated caucus can be called when the chairperson asks if there are any points and motions on the floor.

Verbatim: "The delegate of (country name) would like to raise a motion to suspend formal debate and enter into a moderated caucus on the topic 'X', for a time period of 'Y' minutes, with an individual speaker time of 'Z' seconds."

Motion for a Unmoderated Caucus

Upon the passing of a motion for an unmoderated caucus, delegates can collaborate, discuss, and lobby. When making this motion the duration of the same needs to be mentioned. Like moderated caucuses, they can be called when the chairperson asks if there are any points and motions on the floor. Verbatim: "The delegate of (country name) would like to raise a motion to enter into an unmoderated for a time period of 'Y' minutes"

Motion for a Roundtable/ Round Robin

This motion is used to listen and understand the stances of every delegate in the committee. Going in an alphabetical order by country, each delegate will be given 30 seconds to explain their stance and talk about any points he/she feels is crucial to the agenda at hand. Once all the delegates in the committee have spoken, the roundtable will elapse. Verbatim : "The delegate of (country name) would like to raise a motion to enter into a roundtable on the topic 'X'."

Motion to End Debate

This motion is used when a delegate would like to end debate and terminate discussion immediately in order to bring all draft resolutions and amendments to a vote.

Motion to Break for Lunch/Snacks

This motion allows delegates to temporarily suspend debate and take a break. For example, it can be used to break for lunch or snacks.

Note: There are several other motions that if necessary will be explained by the executive board

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Points

Points provide delegates a means of asking a question, addressing a concern or identifying something of non substantive importance to the committee's attention.

Point of Personal Privilege

This point is used when a delegate has any personal discomfort. If there is a network issue or software issue please use this point. Points of personal privilege can also be used to interrupt a speaker if they are not loud enough or are speaking too fast.

Point of Order

This point is brought up when the rules of procedure have been violated; it is a very serious affair which should only be brought up if the delegate is certain that one of the rules of procedure has been violated. The chair will decide immediately whether or not there is any violation.

Point of Parliamentary Inquiry

This point is brought up when a delegate has a question that is not related to the discussion in committee. It can also be used if a delegate would like a clarification of a certain rule or committee procedure. If the delegate wants a clarification from the executive board he/she can use this but this point can not interrupt a speaker.

Point of Information

This point is brought up when a delegate has a question for a speaker during formal debate (General Speakers List). It is important to note that points of information can only be used when the Chair of the committee says that questions are in order. A delegate can always raise a point of information (question) through chit (by texting a delegate privately and having the EB in loop).

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Resolutions

Upon discussing and deliberating the assigned agenda, the objective of a standard committee is to pass a resolution paper. The resolution is a reflection of the negotiation and compromise delegates have reached over the course of the committee sessions. Below are a list of key terms a delegate must acquaint themselves with in order to create a successful resolution paper. An example for the same can be found in the “resources” section of our website - oakridgejmun.com

Working Paper

Working papers are a compilation of potential solutions that are formed by groups of countries or people with similar objectives known as blocs. This does not necessarily need to be in the written form. The working paper needs to be approved before creating a draft resolution. Working paper is often up to the discretion of the Executive Board and is not mandatory, you will be told about the requirement by your respective Executive Boards.

Draft Resolution

This document is written in the format of a resolution which is approved by the chairs and introduced to the committee. The document is not yet voted upon making it a draft. At this stage, delegates will write and amend the created resolutions. Once it is passed by the voting procedure, it turns into a resolution.

Sponsors

Sponsors include delegates who have authored the draft resolution and/or contributed ideas actively and of value. Every resolution would require a minimum number of sponsors and maximum number of sponsors which would be decided by the Executive Board looking at the size of the committee.

Signatories

Signatories are delegates who would appreciate further discussion on a draft resolution. The delegates may or may not agree with all the ideas put forward. Resolutions would require a minimum number of signatories to be discussed in committee which will be informed to you by the executive board

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Perambulatory Clauses

These statements form the first section of a draft resolution that highlights the problems the committee wants to solve whilst addressing previous measures taken. These clauses are usually italicized or underlined but not numbered.

Operative Clauses

These statements, on the other hand, form the second section wherein delegates outline specific solutions the sponsors would want to implement. Operative clauses are usually numbered and underlined.

A list of preambulatory and operative clauses will be provided in the “Resources” section of our website - oakridgemun.in

Amendments

Amendments are changes made to an operative clause in a draft resolution. They have the ability to add, delete or change an operative clause in a draft resolution. There are two types: Friendly and Unfriendly. A Friendly amendment is one that is approved by all sponsors and is immediately included in the text whilst an Unfriendly Amendments is not approved by all sponsors and must be voted before they can be included. An amendment can be a deletion, modification or addition to the Draft Resolution

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