



MUNLAWS

RULES OF PROCEDURE

HRC, SC, NATO, INTERPOL

Faculty of Law, University of Ljubljana

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CHAPTER I.

GENERAL CONSIDERATIONS

Article 1.1. Scope of the Rules

These rules apply to the HRC and SC committee, simulated at MUNLawS Conference.

In case of doubt or conflict between these Rules of Procedure and any other procedural regulations laid down in either the Charter of the United Nations or elsewhere, these Rules shall prevail.

Article 1.2. United Nations Charter

Delegates should, at all times, act in accordance with articles and principles of the United Nations Charter.

Article 1.3. Language

The official and working language of MUNLawS Conference is English. In case of necessity and where unavoidable, the Presidency may exceptionally and at their discretion allow usage of other languages, given the proper interpretation is provided by the delegate.

Article 1.4. Delegates

Each member state shall be represented by only one delegate. The Secretariat shall provide a list of member states and delegates registered.

Article 1.5. Diplomatic Courtesy

Delegates must accord diplomatic courtesy to all other Delegates, Presidency and MUNLawS team members at all times. Violation of this article may result in verbal warning by the Presidency. In case of recurring misconduct or serious violations of diplomatic courtesy, The Presidency may revoke the Delegate's voting rights or expel them from the Committee. Expulsion may be temporary or permanent. The Secretary-General shall be the final arbitrator in case of a dispute.

Article 1.6. Credentials

Delegates, Chairpersons, Observers, members of the Secretariat and other Personnel (hereinafter "Participants") must wear approved credentials at all times during the conference. Should the Participants not wear one, they shall be denied entry into an area where the meeting is held. The Secretary-General shall be the final arbiter of the validity of all credentials.

Article 1.7. Dress Code

In accordance with the delegate's diplomatic status, a formal dress code is required. Violation of this article may result to denial of entry into an area where the meeting is held. The Secretary-General shall be the final arbiter in case of a dispute.

Article 1.8. Communication

The only allowed form of communication during formal debate is written, through message papers provided by the Secretariat. The message papers must be transmitted by the MUNLawS Administrative Staff, unless otherwise instructed by the Presidency. All notes must be in the official and working language of the conference and the content of the notes shall not be irrelevant or abusive. In case of irrelevant, inappropriate or abusive content, the Administrative Staff shall take the note to the Presidency for investigation and the Presidency may decide not to pass the note forward. Sanctions provided in Article 1.5. may apply.

Article 1.9. Electronic Devices

Computers and Tablets are allowed during formal session, as long as they are used in an appropriate manner. Cell phones are strictly forbidden and should not be seen or heard in Committee. It is under The Presidency's discretion to modify this rule at any time of the session. The decision of the Presidency is non-appealable.

Article 1.10. Validity and Applicability of the Rules

These Rules of procedure are considered adopted prior to the conference.

The Secretary-General or by them appointed member(s) of the MUNLawS Team shall have the final word on the validity, applicability and interpretation of these Rules in case of a dispute.

CHAPTER II.

RULES GOVERNING ORGANIZATION

Article 2.1. The Secretariat

The Secretariat acts as the governing body of MUNLawS and is composed of Secretary General, Chairpersons of all Committees and Administrative Staff. Chairpersons and Administrative staff answer directly to the Secretary General, who shall assist the Presidency if necessary, receive and correct Documents as proposed by the Committee, and shall supervise over the good functioning of the conference. The Secretary-General shall be the final arbitrator in case of any disputes. Their decisions are final and non-appealable. The Secretary-General cannot be the arbitrator in case of a dispute regarding non-appealable rules and provisions.

Article 2.2. Composition of the Board of the Committee

The Board of each Committee (hereinafter referred to as 'The Presidency') of MUNLawS Conference shall be composed of at least two Chairpersons selected by the Secretariat.

Article 2.3. Authorities and Responsibilities of the Presidency

The Presidency shall exercise authority over the Committee proceedings in an equitable and objective manner.

Their responsibilities and authorities are, but are not limited to:

- (1) declaring the opening and closing of each meeting of the Committee,
- (2) directing its discussions,
- (3) ensuring observance of the rules,
- (4) according the right to speak,
- (5) ruling on points of order,
- (6) having complete control of the proceedings at any meeting and over the maintenance order there at,
- (7) putting any motion to the floor at any given time, which should be seconded by the Delegates given that there are no objections,
- (8) determining the applicability of the rules and if necessary, clarify on the meaning of the existing rules without approval from the Committee.

They may propose to the Committee:

- (1) the limitation of the time to be allowed to speakers,
- (2) the closure of the list of speakers or the closure of the debate,
- (3) the suspension or the adjournment of the debate on the item under discussion.

In all matters not specifically provided in the Rules, the Presidency shall act in accordance with their own judgement on the matter, the spirit of these Rules and generally accepted customs of MUN conferences. Decisions made by the Presidency shall be binding. In case of grave violation of the Rules, a Delegate has the right to call in the Secretary-General who shall have a final word in accordance with Articles 1.10. and 2.1.

CHAPTER III.

RULES GOVERNING PARLIAMENTARY PROCEDURE

Article 3.1. Roll Call

Attendance shall be conducted by the Presidency that may perform a Roll Call at the beginning of every session. Delegates shall establish their presence in the Committee by raising their placards and declaring themselves as *'Present'* or *'Present and Voting'*.

Article 3.2. Quorum

Committee activities and debate shall start when at least 50% +1 of the Committee Members are present. If quorum is not met thirty (30) minutes after the scheduled start time of the Committee session, the Committee shall start its session with the number of delegates already present, unless otherwise instructed by The MUNLawS Secretary-General. Quorum shall be assumed when the Committee activity begins.

Article 3.3. Verification of Quorum

Delegates may move to the Verification of Quorum, where the Presidency will proceed with Quorum confirmation by initiating a Roll Call. The Presidency can rule the Motion dilatory without option for appeal.

CHAPTER IV.

COMMITTEE'S AGENDA

Article 4.1. Agenda

The first order of business for the Committee, if the Committee has more than one topic to discuss, shall be the consideration of the agenda. If the Committee has only one topic, the agenda is automatically adopted.

Article 4.2. Setting the Agenda

To set the agenda:

- (1) A motion to set the agenda should be raised by any Delegate or the Presidency to set the agenda to one of the proposed Committee's topics. This motion requires seconds.
- (2) Two speakers lists shall be established, one in favor of the motion, and one opposed to the motion and in favor of the other topic. The Committee shall hear one or two speakers from each of these lists. No motions for moderated or unmoderated caucuses shall be permitted during this time.
- (3) A motion to close the debate will be in order after the Committee has heard one or two speakers in favor of the motion to set the agenda and one or two against.
- (4) When the debate is closed, the Committee shall proceed to an immediate vote on the motion to set the agenda to one of the Committee's topics. A simple majority is required for passage of such motion.
- (5) If the motion fails, the other topic shall automatically be discussed before the Committee first.

Article 4.3. Case of an International Crisis or Emergency

In the event of an international crisis or emergency, the Secretary-General or their representative may call upon the Committee to table the debate on the current topic so that the more urgent matter may be attended to immediately. Under such circumstances, a Delegate shall motion to table the topic and temporarily set the agenda to the crisis situation. After a Resolution has been passed on the crisis, the Committee will return to debate on the tabled topic. Until a Resolution has passed, the Committee may return to debate on the tabled topic only at the discretion of the Secretary-General, their representative or the Presidency.

CHAPTER V.

MAJORITY

Article 5.1. General

Unless otherwise specified by these Rules of Procedure, no motions are debatable, and all require a simple majority vote to pass.

Article 5.2. Simple Majority

A procedural or substantive matter requiring a simple majority to pass implies that fifty percent plus one members (50% + 1) of the Committee must vote in favor of the matter to pass. If the vote is a tie, the matter shall be considered to have failed.

Article 5.3. Two-Thirds (2/3) Majority

A procedural or substantive matter requiring a two-thirds (2/3) majority to pass implies that two-thirds (2/3) of the Committee must vote in favor for a matter to pass.

Article 5.4. Consensus

A procedural or substantive matter requiring a consensus to pass implies that all members of the Committee must vote in favor for a matter to pass.

CHAPTER VI.

RULES GOVERNING THE DEBATE

Article 6.1. Open Speakers List

After the Agenda has been determined, one continuously open Speakers List shall be established for the duration of the topic, except as interrupted by procedural points or motions, caucuses, discussion of Amendments, and introduction of Draft Resolutions, when the floor is opened by the Presidency.

Speakers may speak generally on the Topic being considered and may address any working paper or any Draft Resolution currently on the floor. A Draft Resolution can only be referred to as such once it has been approved by the Presidency and introduced to the Committee.

Article 6.2. Form of Debate

Four forms of the Debate can be introduced during the conference:

- (i) General or Single Speakers List
- (ii) Question and Answer Period
- (iii) Moderated Caucus
- (iv) Unmoderated Caucus

Article 6.3. Informal Debate

During formal debate, a motion can be made by any delegate for an Unmoderated Caucus, which constitutes informal debate. Informal debate can only occur on substantive issues and is out of order once a motion to close debate has passed. Motion to enter informal debate is in order, following the procedures outlined in Articles 9.3 (A) and (B).

Article 6.4. Recognition

A Delegate may only address the Committee if and once they have been recognized and received permission from the Presidency.

Article 6.5 Interruptions

A Speaker may not be interrupted by another delegate, unless the delegate has risen to a Point of Personal Privilege or Point of Order.

CHAPTER VII.

RULES GOVERNING SPEECHES

Article 7.1. Speakers List

The Committee shall have an open speakers list for the topic being discussed. A delegation present may add their name to the speakers list either by submitting a written request or by raising their placard when being requested by the Presidency, provided that the delegation is not already on the speakers list. The delegation may similarly remove their name from the list. The delegation may be added to the speakers list at the discretion of the Presidency.

At their discretion, the Presidency may solicit delegations to be added to the speakers list by raising their placard.

The speakers list for the second topic shall not be open until the Committee has proceeded to that topic.

If the speakers list is exhausted and no delegations wish to add their name to the list, the debate on the topic at hand is immediately closed.

Article 7.2. (A) Speaking Time

The default speaking time shall be one (1) minute per speaker, when any speakers list is opened. A Delegate exceeding the given time for a speech may be called to order by the Presidency. Sanctions from Article 1.5. may apply.

(B) Motion to Change the Default Speaking Time

A Delegate may move to change the time limit on speeches. The Presidency may either rule the Motion dilatory at their discretion or put it to vote. The proposed time extension may not exceed two (2) minutes. Simple majority is required for this motion to pass.

Article 7.3. (A) Yields

A delegate granted the right to speak from the General Speakers List may yield their time in one of the following three ways:

- (1) To another delegate: The delegate, selected by the previous speaker, shall be given the remaining time. They may not yield any remaining time.
- (2) To questions: Questioners shall be selected by the Presidency among the delegates that have risen their placards. Follow-up

questions shall be allowed only at the discretion of the Presidency. Only the speaker's answers shall be deducted from the remaining time.

- (3) To the Chairpersons: If the delegate has finished their speech and does not wish it to be subject to comments. The Chairpersons may recognize only one delegate to deliver a short comment (30 seconds) under the petition to motions for a short comment. The comment must pertain to the preceding speech. Yields are not in order following a comment.

(B) Usage of Yields

Yields are only in order while entertaining a speech from the General Speakers List.

CHAPTER VIII.

POINTS

Article 8.1. Point of Personal Privilege

A Delegate may rise to a Point of Personal Privilege if a matter impairs them from participating fully in Committee activities. The Chairpersons shall try to effectively address the source of impairment. This point may interrupt a Speaker only due to inability.

Article 8.2. Point of Order

A Delegate may rise to a Point of Order if a rule of procedure is not properly observed by a Delegate or by the Presidency. The Presidency will rule on the validity of the point. The Presidency may rule out of order those points that are dilatory or improper. Such a decision cannot be appealed. A Point of Order may only interrupt a speaker when the speech itself is not following proper parliamentary procedure.

Article 8.3. Point of Parliamentary Inquiry

When the floor is open, a Delegate may rise to a Point of Parliamentary Inquiry to request an explanation on the Rules of Procedure by the Presidency. This point may not interrupt a Speaker. Delegates with substantive questions should not rise to this Point but should rather approach the Committee staff at an appropriate time.

Article 8.4. Right to Reply

A Delegate whose personal or national integrity has been impugned by another Delegate's comments may rise to a Right to Reply. The Presidency will recognize the Right of Reply at their discretion as well as decide on how to resolve the motion. This point may not interrupt a speaker but should be addressed the moment they have finished their speech. Should the Presidency rule the Right to Reply out of order, their decision cannot be appealed. No delegate may call for a Right to Reply on a Right to Reply. The Delegate that has been granted the Right to Reply, shall have two (2) minutes to reply to an insult.

CHAPTER IX.

MOTIONS

Article 9.1. Motion for the Suspension or Adjournment of the Meeting

Whenever the floor is open, a Delegate may move for the suspension of the meeting, to suspend all Committee functions until the next scheduled meeting, or for the adjournment of the meeting, to suspend all Committee functions for the duration of the Conference.

A motion to adjourn will not be in order until three quarters of the time scheduled for the last session have elapsed.

The Chairpersons may rule such motions dilatory. This decision is not subject to appeal.

When in order, such a motion will not be debated but will be immediately put to a vote and will require a simple majority to pass.

Article 9.2. Motion for a Moderated Caucus

The purpose of the moderated caucus is to facilitate substantive debate at critical junctures in the discussion.

A motion for a moderated caucus is in order at any time when the floor is open, prior to closure of the debate. The Delegate making the motion must briefly specify a topic, speaking time per speaker, which may not exceed two (2) minutes, and an overall time limit, which may not exceed twenty (20) minutes.

Once raised, the motion shall be voted on immediately, with a simple majority required for passage. The Presidency may rule the motion dilatory and their decision is not subject to appeal.

If the motion passes, the Delegate that has proposed the motion shall speak first. The Presidency shall call on other Delegates to speak at their discretion for the stipulated time. If no Delegates wish to speak, the moderated caucus shall immediately conclude, even if time remains in the caucus. The Presidency may also decide to suspend the caucus early.

Article 9.3. (A) Motion for an Unmoderated Caucus

An unmoderated caucus temporarily suspends formal debate and allows members to discuss ideas informally in the Committee room. The delegates may not leave the Committee room during an Unmoderated Caucus, unless the Point of Personal Privilege has been raised.

A motion for an unmoderated caucus is in order at any time when the floor is open, prior to closure of debate. The Delegate making the motion must briefly explain the purpose of the motion and specify a time limit for the caucus. The proposed time may not exceed twenty (20) minutes.

The motion shall be put to a vote immediately, and a simple majority is required for passage. The Presidency may rule the motion dilatory and their decision is not subject to appeal.

The Presidency may prematurely end an unmoderated caucus if they feel that the caucus has ceased to be productive. This decision is not subject to appeal.

(B) Motion to Extend the Unmoderated Caucus

A Delegate may move to extend the Unmoderated Caucus if they feel that additional time would benefit the work of the Committee.

The Delegate who moves for an extension of Unmoderated Caucus must suggest a length for the extension, which shall not exceed the duration of the original Unmoderated Caucus.

The Presidency may suggest a more appropriate caucus length and put it to vote or may rule the Extension of the Unmoderated Caucus out of order without the possibility of appeal. The motion is voted upon by a simple majority.

Article 9.5. Motion to Table Debate on a Topic

A Delegate may move to Table Debate in order to end debate on a substantive issue without voting any Draft Resolutions that may be on the floor. If the Presidency rule the Motion in order, one (1) Delegate shall speak in favor and one (1) Delegate shall speak against before proceeding to a vote. A two-thirds (2/3) majority is needed in order to table the debate.

Article 9.6. Motion for Question and Answer Period

Any delegate may, once the floor has been opened for Motions, raise a Motion for a Question and Answer Period for the purpose of questioning any delegate on an issue relevant to the debate. Any Delegate may pose questions to the Delegate under questioning. It is at the discretion of the Delegate under questioning how many questions they are prepared to answer. They may refuse to answer any question. Not more than five (5) questions shall be posed to the Delegate under questioning in a single Question and Answer Period. The time allotted to answering each question shall be equal to the default speaking time.

Article 9.7. Motion to Close the Debate on a Draft Resolution

A Delegate may move to Close Debate in order to end debate on a draft Resolution, whereby the Committee will enter voting procedure on all amendments on the floor. If the Presidency rules the Motion in order, there will be only one (1) Delegate speaking in favor of the Motion and one (1) against. A two-thirds (2/3) majority vote is required to pass the Motion to close debate. If the Committee is in favor of closure, the Presidency will declare the closure of debate, and the Resolutions or Amendment on the floor will be brought to an immediate vote.

Article 9.8. Motion to Reconsider a Question

Delegates may move to reconsider an already closed question. Such motion shall be in order when (i) Motion to Close the Debate has passed, (ii) the debate on the (previous) matter on the Agenda has been closed and (iii) the Draft Resolution failed to become a Resolution. This motion requires seconds.

Article 9.9. Motion of Competence

Immediately after the Draft Resolution has been introduced to the Committee, the Delegates may move to question the competence of the Committee to discuss the Draft Resolution if they consider that the content of the Draft Resolution is not within the mandate of the Committee or its power to implement such content.

The motion requires seconds and triggers a substantive vote. If the motion passes, the Draft Resolution shall be withdrawn from the floor. If the motion fails, the Draft shall remain on the floor and the debate shall resume.

Article 9.10. Motion for Division of the Question

Before the Committee starts voting on a Draft Resolution, any Delegate may move to divide the question. The motion shall explicitly state the proposed division, provided that no perambulatory or sub-operative clauses are separated.

In case of several proposed motions of this kind, the voting order shall be decided at the discretion of the Presidency, based on the criteria of disruptiveness.

This motion requires seconds. If such a motion passes, the Draft Resolution shall be divided accordingly, and a substantive vote shall be triggered for every divided part of the Draft Resolution.

This motion may be combined with the motion outlined in Article 9.11.

Article 9.11. Motion to Split the House

Before the Committee starts voting on a Draft Resolution or Amendment, any delegate may move to split the house. This motion requires seconds and a two-thirds majority to pass. If such motion passes, abstentions will no longer be permitted in the substantive vote on the Draft Resolution of Amendment.

This motion may be combined with the motion outlined in Article 9.10.

Article 9.12. Motion for the Consultation of the Committee

Consultation of the Committee is a less formal mode of debate where moderation is primarily handled by the Delegates. The Delegate who motioned for the Consultation of the Committee will be the first to speak. When they are about to finish other Delegates wishing to speak may raise their placards. It is then up to the delegate currently speaking to choose the next speaker.

The motion will be put to a vote and requires a simple majority to pass. Delegates must remain seated during the duration of the Consultation.

The total Consultation time may not exceed ten (10) minutes.

Article 9.13. Motion Precedence

If there is more than one motion on the floor, the Presidency shall abide by the following rules of Precedence:

- (a) Unmoderated Caucus takes precedence over Moderated Caucus,
- (b) Question and Answer Period takes precedence over both aforementioned modes of debate,

- (c) If the motions are of the same type, the motion with a longer proposed length takes precedence,
- (d) If the motions are of the same type and proposed length, the motion with longer time per speaker takes precedence,
- (e) If the motions are of the same type and same length and have the same time per speaker, the one proposed first takes precedence over the others.

CHAPTER X.

RESOLUTIONS OF THE COMMITTEE

Article 10.1. General

A Delegate is forbidden from bringing any pre-written documents in a form of a working paper, Resolution or anything similar, to the MUNLawS conference and is required to draft all of them at the conference. Violation of this article may result in expulsion from the conference or other sanctions, outlined in Article 1.5., at the discretion of the Presidency.

Article 10.2. Working Paper

A Working Paper is an informal document used by Committee Delegates to work on building a Draft Resolution. Working papers are intended to aid the Committee in its discussion and formulation of Resolutions and need not be written in Resolution format. Working papers are not official documents, and do not require formal introduction, but do require the signature of the Presidency to be copied and distributed among the members of the Committee.

Article 10.3. Resolutions

(A) Format

Draft Resolutions must be properly formatted according to the general guidelines for writing Resolutions.

(B) Sponsor

The main writer(s) of the Draft Resolution is/are recognized as the Sponsor(s). The Sponsor(s) must be present for a Draft Resolution to be introduced to the floor. The Sponsor(s) must agree to support a Resolution, unless major changes have been introduced through the amendment process. A Delegate cannot be sponsor and signatory at the same time. There may only be maximum of two (2) sponsors per Draft Resolution.

(C) Signatory

Signing a Resolution need not indicate support of the Resolution, and the signatory has no further rights or obligations and may sign more than one Draft Resolution.

(D) Introduction of a Draft Resolution

Delegates may move to introduce a Draft Resolution once it has been approved, assigned a number by the Presidency, and distributed to the Committee. Such an introduction shall be procedural in nature, it therefore requires only authorization by the Presidency and does not require a substantive vote.

The content of the introduction shall be limited to the reading of the draft Resolution as a whole where upon the Sponsor(s) of the Draft Resolution shall be granted the floor for the allotted time limit.

Immediately after a Draft Resolution has been introduced and distributed, the Presidency may entertain non-substantive clarificatory points, typically used to address typographical, spelling, or punctuation errors.

(E) Withdrawal of a Draft Resolution

A draft Resolution may be withdrawn by its Sponsors at any time before voting on it. This request should be submitted in written form to the Presidency. A draft Resolution may not be withdrawn if any amendment to it is on the floor.

Article 10.4. (A) Amendments

During Debate on a draft Resolution a Delegate may move to introduce an Amendment, which will add to, strike out from, or modify a part of the Draft Resolution. The Amendment has to be approved by the Presidency first. It is needed for the Amendment to be supported at least by one co-sponsor.

It is in the discretion of the Presidency to define the period of time, during which the floor will be open to Amendments.

The Amendments shall be written on the note paper or sent by email to the Presidency. The note shall also include information about the type of the Amendment, the co-sponsor and in the case of Friendly Amendment, the approval of the sponsor of the Draft Resolution.

(B) Non-Substantive Amendments

Amendments correcting grammatical, spelling or formatting mistakes will be automatically adopted without vote from the Committee, at the discretion of the Presidency. Following the initial reading of the Draft Resolution by its sponsor, delegates are permitted to point out any such problems to the Presidency.

Amendments to pre-ambulatory clauses are not in order. However, the Presidency may rule such an Amendment in order if serious mistakes have been noticed in the pre-ambulatory clauses by the Secretary-General, their representative, or members of the Academic team.

(C) Substantive Amendments

All Amendments require approval from the Presidency to be introduced. Amendments will be put to a vote prior to the vote on the Resolution as a whole. Amendments to Amendments are out of order.

(C-1) Friendly Amendments

Substantive Amendments approved by the Sponsor(s) of a Draft Resolution shall automatically be integrated to the Draft Resolution without the need to be put to a vote from the Committee. Amendments to Friendly Amendments are out of order.

(C-2) Unfriendly Amendments

Substantive Amendments to a Draft Resolution not approved by the Sponsor(s) of the Draft Resolution are considered unfriendly and require prior approval from the Presidency to be introduced. Unfriendly Amendments will be put to a vote prior to the vote on the Draft Resolution as a whole. Amendments to Unfriendly Amendments are in order.

- (1) An Approved Amendment may be introduced when the floor is open. General debate will be suspended and two speakers lists will be established, one in favor and one against the Amendment. The Committee will hear one or two speakers from each of these lists.
- (2) A motion to close the debate will be in order after the Committee has heard one or two speakers for the motion and one or two against. The Presidency may recognize one or two speakers against the motion to close the debate, and a two-thirds majority is required for closure of the debate on the Amendment.
- (3) When the debate is closed on the Amendment, the Committee shall move to an immediate vote.
- (4) Votes on Amendments are substantive votes.
- (5) After the vote, debate shall return to the general speakers list.

Article 10.5. Withdrawals

The Signatories of an Amendment may request its withdrawal at their discretion, before its adoption by the Committee.

CHAPTER XI.

RULES GOVERNING VOTING

Article 11.1. General

Delegates vote when voting is announced by the Presidency.

Article 11.2. Procedural Votes

The procedural vote shall be triggered upon the proposal of any motion. All Delegates present shall cast their vote by a show of placards. Abstentions shall not be permitted. Unless stated otherwise in the appropriate rule, simple majority shall apply.

Article 11.3. Substantive Votes

Substantive votes shall be considered those referring to the Outcome Documents of the Committee and Unfriendly Amendments. During substantive votes, delegates may either vote 'in favor', 'against' or 'abstain'. Delegates that declared themselves as 'Present and voting' during the initial quorum verification (roll call) cannot abstain. Only members of the Secretariat, Delegates and the Presidency shall be present in the Committee room during substantive votes. Note-passing and points or motions with an exception of Point of Order and Point of Personal Privilege shall be suspended. No Delegate shall leave the room.

Article 11.4. Seconds and Objections

If any of these Rules of Procedure specify that a motion requires seconds, the Presidency shall ask the Committee if there are any seconds. If there are none, the motion shall automatically fail. If there is at least one second, the Presidency shall ask for objections. If there are none, the motion shall pass automatically. If there is at least one objection, the voting procedure shall apply in accordance with the specific rule governing the specific motion.

Article 11.5. Tour de Table

The Committee usually reaches decisions by allowing discussions to continue until a consensus is reached. In the event of a stalemate, the Committee may make use of a *tour de table*.

Tour de Table shall be conducted at the discretion of the Presidency. The Presidency requests each delegate to give a short summary of their thinking on the matter under discussion, thus ensuring that every member state is able to outline their position and allowing the Presidency to determine whether a compromise is possible. Time per speaker shall not exceed two (2) minutes.

Article 11.6. Order of Voting

If two or more Draft Resolutions relate to the same question, they shall be voted on in the order in which they were submitted. Voting occurs on each Resolution in succession; once a Resolution has been passed, no further Resolutions regarding the same topic can be voted on. A delegate may motion to change the order in which Resolutions on the Committee floor will be voted on (see Article 11.6 below).

Article 11.7. Method of Voting

Each Delegate of the Committee shall have one vote and must demonstrate their voting intentions by raising their placard at the Chairpersons' request unless there is a Roll Call Vote (See Article 11.6. (A)). Delegates must either vote in favor, against or abstain.

(A) Roll Call Vote

Roll Call Vote may only be in order for substantive matters. This Motion shall automatically pass unless the Presidency rules it out of order; the decision is not subject to appeal. The Roll Call starts from a delegate selected by the Presidency.

(B) Passing

During Roll Call, a Delegate may choose to pass. The Presidency will place the Delegate at the bottom of the voting list. A Delegate who has passed once during a voting sequence may not pass again but must ascertain their vote.

(C) Voting with Rights

A Delegate may request a right of explanation after voting. Upon completion of voting, the Delegate will be permitted to explain the reasons as to why they have chosen to vote in a certain way. The Presidency may limit the speaking time at their discretion.

(D) Voting on Amendments

All Amendments shall be voted on in the order in which they were proposed, before the Committee closes debate on the Resolution under consideration. If one Amendment implies the rejection of a second Amendment, the second Amendment will not be voted upon. A passed Amendment shall be automatically included in the Resolution. Once all the Amendments relating to a Resolution have been voted on, the Committee shall vote on the Resolution as a whole after Closure of the Debate on the Topic Area under Discussion.

Article 11.8. Reordering Resolutions

The default order in which Resolutions are voted on is the order in which they were introduced.

After debate on a Topic has been closed, a Delegate may motion to change the order in which Resolutions on the Committee floor will be voted on. Such a motion must specify a desired order. Once such a motion has been made, the Presidency will accept alternative proposals for ordering. This motion takes precedence over a motion to divide the question on a Resolution.

Proposals will be voted on in the order in which they were received and require a simple majority to pass; once a proposal has been passed, all others are discarded, and Resolutions will be voted on in that order.

ANNEX I.

SPECIAL RULES GOVERNING THE PROCEDURE IN SECURITY COUNCIL

Article 1. Scope

These rules apply to the Security Council (hereinafter referred to as 'the Council'), simulated at MUNLawS Conference.

Article 2. Members of the Council

The Council shall be composed of United Nations (hereinafter the 'UN') Member States, at the time of the conference elected to the UN Security Council.

Article 3. Permanent Members and Veto Power

People's Republic of China, French Republic, Russian Federation, United States of America and United Kingdom of Great Britain and Northern Ireland shall, as permanent members of the UN Security Council, have the right to veto on any substantive matter.

Article 4. Authority of the Council

Security Council of MUNLawS shall have the same authorities, as predicted by the UN Charter, for the purposes of academic simulation. It may adopt either Resolutions or Presidential Statements.

Article 5. Invitation to Observer States

Representative of Any Member State, that is not elected to the Security Council, may be invited to participate in the Council in accordance with Article 31 of the UN Charter, if the dispute on the agenda is relevant to their country.

Such invitees (hereinafter referred to as 'Observers') shall be invited prior to the conference by the Secretariat. They shall have the same rights as other Representatives but shall not have the right to vote on substantive matters. Observers may also remain in the committee room during the voting procedure.

Article 6. Consultations of the Permanent Members

Permanent Members of the Council, mentioned in Article 3 of this Annex, may perform private consultations in order to avoid potential veto vote. Such consultations may be requested by any Permanent Member. The

duration shall not exceed 10 minutes and council proceedings shall be suspended during that time. At least one member of the Presidency shall be present while consultations take place.

Article 7. Presidential Statements

If the members of the Council cannot reach consensus on the topic under discussion, the Council may adopt presidential statements. They are not legally binding and do not distinguish between preambulatory and operational clauses.

Presidential statements shall be adopted by consensus.

Article 8. Declaration of a Vote being Substantive

Any permanent member of the Council may move to declare a vote substantive. This rule is subject to approval by the Presidency and in order only for procedural votes.

ANNEX II.

SPECIAL RULES GOVERNING THE PROCEDURE IN NORTH ATLANTIC COUNCIL

Article 1. Scope

These rules apply to the North Atlantic Council of the North Atlantic Treaty Organization (hereinafter referred to as 'the Council'), simulated at MUNLawS Conference.

Article 2. North Atlantic Treaty

Delegates should, at all times, act in accordance with articles and principles of the North Atlantic Treaty (Washington Treaty of 1949).

Article 3. Members of the Council

The Council shall be composed of North Atlantic Treaty Organization (hereinafter referred to as 'NATO') Member States, at the time of the conference.

Article 4. Vote by Consensus

Due to the fact that NATO is an alliance, all substantive votes in this Council shall require a consensus.

Article 5. Authority of the Council

North Atlantic Council of MUNLawS shall have the same authorities, as predicted by the North Atlantic Treaty (Washington Treaty of 1949), for the purposes of academic simulation. It may adopt Communiqués.

Article 6. Invitation to Observer States

Representative of Any Member State, that is not member of the NATO, may be invited to participate in the Council, if the agenda being discussed is relevant to their country.

Such invitees (hereinafter referred to as 'Observers') shall be invited prior to the conference by the Secretariat. They shall have the same rights as other Representatives but shall not have the right to vote on substantive matters. Observers may also remain in the committee room during the voting procedure.

Article 7. Documents of the Council

Communiqués of the Council shall be written in the common format, predicted for such documents. Rules from Chapter X. of these Rules shall sensibly and logically apply to Communiqués as well.

APPENDIX I.

PRECEDENCE OF POINTS AND MOTIONS

| Rule | Description | Debatable | Votes Required | Interrupt Speaker |
|--|---|-------------|-----------------|-------------------|
| Point of Personal Privilege | Feeling discomfort | No | No | Yes |
| Point of Order | To point out a misuse of rules | No | No | No |
| Right to Reply | Reply to a personal or national integrity insult | No | No | No |
| Point of Parliamentary Inquiry | Clarification of the rules | No | No | No |
| Motion to Set Speaking Time | Define speaking time limit | No | Simple Majority | No |
| Motion to Adjourn or Suspend the Meeting (Article 9.1.) | Adjourn until next scheduled meeting / for the duration of the Conference | No | Simple Majority | No |
| Motion for Unmoderated Caucus | Proceed to an Unmoderated Caucus | No | Simple Majority | No |
| Motion for Moderated Caucus | Proceed to Moderated Caucus | No | Simple Majority | No |
| Motion for the Verification of Quorum | Seeking to verify the presence of delegates | No | No | No |
| Motion to Close Debate on the Topic under Discussion | Close debate on the Topic Area | Yes (1-) | 2/3 Majority | No |
| Motion to Table Debate (Article 9.5.) | Postpone debate | Yes (1+/1-) | 2/3 Majority | No |

| | | | | |
|--|--|-------------|-----------------------|----|
| Motion to Close Debate on a Draft Resolution (Article 9.7.) | Close the separate debate on a Draft Resolution | Yes (1+/1-) | 2/3 Majority | No |
| Motion to Question the Competence of the Chair(s) (Article 9.8.) | Question Chair's competence in case of grave misconduct | No | 3 Delegates (Written) | No |
| Motion to Reconsider a Question (Article 9.9.) | Reconsider an already closed question | No | Simple Majority | No |
| Motion to Introduce a Draft Resolution | Introduction of a draft Communiqué | No | Simple Majority | No |
| Motion to Introduce an Amendment | Introduction of an Amendment | No | Simple Majority | No |
| Motion for Question and Answer Period (Article 9.6.) | Move to Question and Answer Period | No | Simple Majority | No |
| Motion of Competence (Article 9.10.) | Question the competence of the Committee to discuss the Draft Resolution | No | Simple Majority | No |
| Motion for Division of Question (Article 9.11.) | Substantive vote by divided sections. | No | Simple Majority | No |
| Motion to Split the House (Article 9.12.) | No abstentions allowed during substantive vote | No | 2/3 Majority | No |