

Rules of Procedure



JOHN CABOT MODEL UNITED NATIONS

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1 Introduction

The following rules of procedure apply to the John Cabot University Model United Nations Conference 2020.

It is highly recommended for all delegates to read and clearly understand the following Rules of Procedure as it will create an orderly and productive working atmosphere and thus allow the diplomatic spirit within all delegates to flourish.

We recommend to all delegates at JCUMUN the Rules Workshop at the start of the conference. For those new to Model UN, we highly recommend you bring the Rules of Procedure in long, as well as short form, to the sessions at JCUMUN. You will find some examples of how items might be formulated which will hopefully help you to bring in your points and motions.

We wish you the best!

The JCUMUN 2020 Academics Team

2 Diplomatic Conduct

2.1 Courtesy

Show common courtesy by being on time and prepared for all sessions and by speaking to fellow Judges, Prosecutors, Defendants and Presidency in a measured, moderate and appropriate tone.



2.2 Dress code

The Dress Code is Western business attire. Please dress in compliance with these standards. No sneakers allowed.

2.3 Working language

Working language of the JCUMUN is English! Please avoid from using your native language.

2.4 Note passing

In order to ensure a proper working atmosphere, please communicate with other members by passing handwritten notes during formal sessions. This, however, is not permitted during voting procedure.

2.5 Electronic devices

Electronic devices are permitted up to the Chairs discretion during session. They are allowed to be used for researching facts, writing draft resolutions and amendments. In case of an improper use of them, the chairs may forbid its use.

2.6 Decorum

Do not interrupt when another delegate is speaking.

Please rise when addressing the Chairs and remember to properly address them, e.g. "Honorable Chairs, fellow Delegates..."

During formal session remember that you are representing your country's view, not your own! Do not speak in the first person, but rather in your country's name.



Before giving a speech, wait until the Chairs have recognized you and granted you the Floor. If raising a Point, i.e. a Point of Parliamentary Inquiry (a question), raise your placard and wait for the chair to call on you.

3 The Roles of the Secretary-General and the Chairs

3.1 The Secretariat

The Secretary-General and their subordinates shall be collectively referred to as the Secretariat. Their task is to ensure fluent operation of conference proceedings. Delegates may approach a member of the Secretariat at any time, should they have any questions.

Questions concerning logistics should be made to the Director-General or to the Under Secretary-General of Logistics.

Questions concerning academics, the Rules of Procedure and whatever happens in committee should be directed to the Under-Secretary-General of Academics.

Decisions of the Secretary-General and Under-Secretary-General of Academics on the interpretation of the Rules of Procedure are final.

3.2 The Chairs

The Chairs are in charge of steering the debate in the Committee. They will apply these Rules of Procedure and will see that the debate moves forward.

The Chairs have discretion to interpret these rules and ensure that debate is constructive. Any queries over interpretation should be made to the Under



Secretary-General of Academics. They may call for or deny motions as necessary to fulfil their mandate.

4 Rules Infractions and Disciplinary Measures

4.1 Plagiarism

Plagiarism and direct copying of text without referencing is never acceptable! Should we become aware that a delegate has plagiarized his/her Position Paper, Working Paper, or any other document, we will disqualify those involved from any sort of award.

4.2 Pre-written resolutions

Any form of pre-written resolution at JCUMUN is forbidden.

4.3 Disciplinary Measure

All infractions that disrespect others or disregard the diplomatic nature of the conference may lead to disciplinary measures ranging from an official warning to expulsion from the conference.

5 Roll Call and Quorum

Roll call is taken at the beginning of every session. The Chairs will read out the list of countries with a seat in the committee and the countries will state their presence as either present or present and voting. Those present and voting are not allowed to abstain during substantive voting.



After the roll call, observers, which do not have the right to vote on substantive matters, are invited to join the proceedings.

The quorum, the number of delegates needed to have a debate, is set at 20% of the total at the very first roll call of the committee.

6 Motions

Motions are the formal term used for when one initiates an action. Motions cover a wide variety of things.

Once the Floor is open, the Chairs will ask for any points or motions. If you wish to bring one to the Floor, this is what you should do:

1. Raise your placard in a way that the chair can read it (usually horizontally).
2. Wait until the Chair recognizes you.
3. Stand up and after properly addressing the Chair ("Thank you, honourable Chair" or something along these lines), state what motion you wish to propose.
4. Chairs will generally repeat the motions and may also ask for clarification. Chairs may do this if they did not understand and may also ask for or suggest modifications to the motion that they feel might benefit the debate.
5. Sit down.



Every motion is subject to seconds, if not otherwise stated. To pass a motion at least one other nation has to second the motion brought forward. A nation cannot second its own motion. If there are no seconds, the motion automatically fails. If a motion has a second, the Chair will ask for objections. If no objections are raised, the motion will pass without discussion or a procedural vote. In case of objections, a procedural vote will be held. The vote on a motion requires a simple majority, if not otherwise stated.

Some motions require a debate. If that is the case, the Chairs will usually ask you, as the one who raised it, if you would like to speak in favor of it. You are not obliged to do this, but we highly recommend doing so.

While voting upon motions, there are no abstentions. If a vote is required, everyone must vote either "Yes" or "No". If there is a draw on any vote, the vote will be retaken once. If there is a draw again, the motion will fail.

In case there are multiple motions on the Floor, the vote will be casted by their Order of most to least disruptive. If one motion passes, the others will not be voted upon anymore. However, they may be reintroduced once the Floor is open again.

6.1 Minute of silent prayer or meditation

Any delegate may move for a minute of silent prayer or meditation before the first Roll Call of the conference takes place. It is possible to add a special reason to the request. Any decisions concerning this motion are not subject to appeal.



6.2 Setting the Agenda

The first thing the delegates will have to do at the opening session of their committee is to set the agenda. In all committees, there will be two topics to debate. The delegate raising this motion should state which of these topics shall be addressed first.

In case there is a second, the Chair will ask for objections. If no objections are raised, the motion will pass without discussion and procedural vote. In case of objections, a speakers' list will be established to discuss the motion. On closure of debate, the committee will move directly to vote. When the speakers' list has elapsed, a procedural vote will be held. This vote requires a simple majority.

6.3 Setting the speakers' time

At the beginning of the debate on a topic or on setting the agenda, speakers' time is unlimited until it is set otherwise by the assembly. Any nation can move at any time to set the speakers' time. Any length of time is allowed; however, 30 seconds to 1 and a half minutes has proven to be the most efficient amount. It is not possible to reset speakers' time to unlimited later on.

If there are multiple motions to set speaking time on the Floor, the proposal with the longest amount of time takes precedence. If objections are raised to the motion a balanced speakers' list is established of one for and one against with a speaking time of 30 seconds each. After the debate closes a procedural vote is held.

6.4 Motion to close and reopen the speakers' list

With a motion to close the speakers' list, you can keep delegates from being put on the speakers' list. Those who are already on the list will still be able to deliver a speech. If the speakers' list is closed and you wish to deliver a speech, although your



country is not on the list, you will have to move to reopen the speakers' list. These motions are subject to seconds and objections but are not debatable.

When the speakers' list runs out, the committee will move to voting procedure.

6.5 Motion for a moderated caucus

In moderated caucus, short speeches are given by the delegates in direct reply to each other. A moderated caucus will have a specific topic and will be moderated by a Chair.

Its aim is to have an open discussion on (a specific, pre-stated part of) the topic under consideration with more possibilities for interaction among the delegates than the speakers' list. During a moderated caucus, there will be no speakers' list. The moderator will call upon speakers in the order in which they signal their desire to speak.

If you want to bring in a motion for a moderated caucus, you will have to specify the duration, a speakers' time and the purpose of the caucus. This motion is subject to seconds and objections but is not debatable. In case there are multiple motions for a caucus on the Floor, the vote will be casted first for the caucus with the longest duration. In case there are multiple motions for the same duration, the vote will be casted by the longest speaker's time.

As you are no longer in formal session, points and motions cannot be entertained once a motion to suspend the meeting for a moderated caucus has been passed.



At the end of the caucus, delegates may ask for an extension which does not exceed the original time of the motion. There can be no more than two extensions to each motion. A simple majority is required to pass a motion for extension of a caucus.

6.6 Motion for an unmoderated caucus

In an unmoderated caucus, proceedings are not bound by the Rules of Procedure. Delegates may move around the room freely and converse with other delegates. This is also the time to create blocks, develop ideas, formulate working papers, draft resolutions and amendments. Remember that you are required to stay in your room unless given permission to leave by a Chair.

When raising a motion to suspend the meeting for an unmoderated caucus, the delegate must state the desired duration of the caucus. No topic needs to be specified. The duration of an unmoderated caucus shall not exceed 20 minutes. The Chair shall announce at what time the committee will reconvene. This motion is subject to seconds and objections but is not debatable. In case there are multiple motions for a caucus on the Floor, the vote will be casted first for the caucus with the longest duration.

At the end of the caucus, delegates may ask for an extension which does not exceed half the original time of the motion. There can be no more than two extensions to each motion. A simple majority is required to pass a motion for extension of a caucus.

6.7 Motion to suspend the meeting

A suspension of the meeting is a pause in the debate for the purpose of a break (i.e. for lunch). It is permitted to step outside the committee room during this break, but



you can of course continue your discussions. The Chair will clearly indicate the time the committee reconvenes.

6.8 Motions to introduce a written proposal

Once a written proposal (meaning draft resolutions or amendments) has been approved by the Chairs, one of the Sponsors may move to introduce it. This motion does not require seconds, will not be subject to a debate and will not be voted upon. The proposal shall be read out loud by one of the Sponsors.

To discuss the draft resolution, delegates may motion for a Panel of Authors (see 6.9).

Three different kinds of written proposals can be introduced:

1. **Draft resolutions** are voted upon after the debate during voting procedure.
2. **Friendly amendments** - When all the sponsors agree with the amendment, the friendly amendment automatically becomes part of the draft resolution. The friendly amendment needs to be signed by all sponsors of the resolution before handing it to the Chair for approval. If a friendly amendment reverses in part or full a previous amendment passed by the committee the Chair may choose to treat it as an unfriendly amendment.
3. **Unfriendly amendment** - When at least one of the sponsors does not agree to the amendment, an amendment is considered unfriendly. Unfriendly amendments can be discussed in a moderated caucus. The caucus, or caucuses, are moderated by the Chair and its duration is up to the Chair's discretion. Afterwards, the committee will immediately move to a substantive vote on the amendment.



6.9 Motion for a Panel of Authors

After a resolution has been introduced, delegates may motion for a Panel of Authors, which requires a simple majority to pass. A Panel of Authors is where the main submitters of the resolutions stand in front of the committee and briefly present the main ideas of the resolution after which they answer questions. When a Panel of Authors is motioned for, up to 4 submitters of the draft resolution (can be sponsors or signatories) will come to the front of the room. They have up to 2 minutes to briefly explain the main points of the draft resolution. After the brief review, the duration of the panel should be used to answer questions from other delegates. The chairs will choose which delegates ask questions as they would select speakers in a Moderated Caucus. A Panel of Authors cannot exceed 15 minutes.

6.10 Motion to adjourn debate

Sometimes the committee is not able to reach a solution. In that case, a motion to adjourn debate is appropriate. No substantive voting on any draft resolutions or amendments can take place once the debate is adjourned and the assembly will start debating on the next topic. This motion is subject to seconds and objections and requires a debate with a balanced speakers' list with up to two speakers in favor and two speakers against, with a speakers' time of up to 30 seconds.

Although this is a rather strong motion, it requires only a simple majority!

6.11 Motion to reconsider a question

The opposite of the motion to adjourn debate is the motion to reconsider a question. With this motion, a topic on which debate has been adjourned before can be debated again. The motion to reconsider a question works almost in the same way as a motion to adjourn debate. It is subject to seconds and objections and



requires a debate with a balanced speakers' list with up to two speakers in favor and two speakers against, with a speakers' time of up to 30 seconds each.

Important: The major difference between these motions is that you need a two-thirds majority to reconsider a question.

6.12 Motion to close debate

At the conclusion of debate on a topic a motion for the closure of debate is introduced. Passing this motion means an immediate end to the debate and the start of voting on any resolutions on the Floor. This motion requires two speakers in favor and two speakers against with a speaking time of 30 seconds each. A two-thirds majority is required to pass this motion.

6.13 Motion to adjourn the meeting

Before the closing ceremony of the John Cabot University Model United Nations conference a motion to adjourn the meeting (until next year) will finish the annual session of JCUMUN for your committee, so only use this at the very end. This motion does not require a second and is not debatable.

6.14 Motion to appeal the decision of the chair

There may be a time when you feel that the decision of the Chair does not reflect the will of the council. You then have the chance to appeal this decision. In such a case, the assembly decides by simple majority vote whether to change or sustain the decision of the chair. The Chair has the chance to briefly explain the decision before the vote is casted.

If the motion passes, the chair has to change the appealed decision. The Secretary-General may overrule any appeal.



Important: Any decisions concerning the minute of silent prayer or meditation, the Right of Reply and the adjournment of the meeting cannot be appealed with this motion.

This motion is an exception to the rule that all points and motions shall be introduced just by raising your placard. You are allowed to make this motion whether the Floor is open or not by raising your placard and shouting with restraint "Appeal!" However, it may never not interrupt a speech.

7 Points

Points are used to clarify questions or point out errors in the proceedings of the committee. These are always used for procedural purposes.

7.1 Point of Personal Privilege

If a discomfort is seriously impairing your ability to participate in the debate, you may raise a Point of Personal Privilege about this. This concerns matters like a cold room or an inaudible delegate. Please try to avoid interrupting a speech with this point.

7.2 Point of Parliamentary Inquiry

In case you have a question concerning the rules or proceedings, you can raise a Point of Parliamentary Inquiry in formal session. Be reminded that this point may not interrupt a speaker. In informal session, you should just approach the Chair. For a Point of Parliamentary Inquiry, raise your placard, wait until recognized and then stand up and ask your question. Please remain standing while your question is answered. Also, this point should not lead to any cross talking.



7.3 Point of Order

A Point of Order can be used in any situation the delegate feels that the Rules of Procedure or diplomatic conduct are being violated. A Point of Order may never interrupt another speaker.

The highest authority on the rules of procedure is the Secretary-General. If you believe the Chair has wrongly decided not to entertain your Point of Order, you may approach the Secretariat.

7.4 Right of Reply

If a delegate offends or insults another delegate or another country in their speech, the concerned delegate may rise for a Right of Reply. The delegate wishing to rise to a Right of Reply must not interrupt the speech but shall raise their point immediately after the offending speech, raising their placard while stating "Right of Reply!" Upon being recognized by the Chair, the delegate briefly states why they think a Right of Reply is in order. A Right of Reply can only be used under extreme circumstances of actual insults and not just if you have a fundamental difference of opinion with the previous speaker. Whether Rules of Procedure to allow or disallow a Right of Reply is subject to the discretion of the Chair and cannot be appealed.

If a Right of Reply is asked for and the Chair feels it should be granted, they should give the speaker who made the offending remark an opportunity to apologize. Should he not do so, the Chair may grant a Right of Reply, upon which the delegate shall deliver his reply within 30 seconds.

The delegate rising to reply will address the whole plenary and not just the offending speaker. Nevertheless, the speaker who delivered the offending speech



will remain standing during the reply. Be mindful not to personally address the delegate.

Important: The Point of Personal Privilege, Point of Order, Right of Reply and the Motion to Appeal the Decision of the Chair are exceptions to the rule that all points and motions shall be introduced just by raising your placard. You should stand and clearly state the point you wish to raise during a pause in the debate.

8 Yielding

When a speaker from the speakers' list has the Floor, they may not use all the allotted time. If sufficient time remains, the delegate may:

1. **Yield the Floor to questions:** Other delegates may raise their placards. The Chair will choose a delegate who may then pose a question. The question itself does not count against the remaining time, but the answer does. Cross-talking is not allowed. The speaker may ask for clarification or rephrasing. The asker must remain standing as the question is answer. The speaker is not required to answer the question.
2. **Yield the Floor to another delegate:** The remaining time will be passed to another delegate. The delegate yielded to cannot yield again.
3. **Yield the Floor back to the Chairs:** The remaining time can be yielded back to the Chair.

9 Resolution Writing

The goal of the sessions in all committees is to adopt resolutions. Resolutions are not required to solve the whole problem and can deal with part of it or lay the groundwork to begin a more comprehensive solution. Their effectiveness and



power depend on the authority of the committee, the intent of the sponsors and their acceptance among member states. The only body that is able to adopt binding resolutions is the Security Council. Delegates should be aware of the thematic scope and mandate of their committee. During the conference, you will hear terms like 'working paper', 'draft resolution' or 'resolution'. These papers have the following differences:

9.1 Working papers

A paper is called a 'working paper' before it is handed in to the Chair and accepted. This is the time when you work on the paper itself, formulate phrases, negotiate with delegates to find compromises, and look for sponsors and signatories. During this phase, the entire paper, pre-ambulatory and operative clauses, may be changed without any formal procedure. The working paper does not require a specific format or layout. It could be a chart, a power point slide or something else entirely.

9.2 Draft resolutions, Sponsors and Signatories

If you feel confident that your working paper provides a viable solution, you may hand it in to the chair. This is only possible if it is formatted as a draft resolution (your Chairs will make available a sample file that you can use).

Handing in a working paper in order for it to become a draft resolution requires a certain number of sponsors and signatories.

To be a sponsor means that you support the working paper in substance, and you are expected to vote in favor of it. Any friendly amendment of the resolution will need your support. A signatory only supports the working paper to ensure it is discussed. They do not have to agree with the text of the working paper that they signed. The number of sponsors and signatories needed is dependent on the



number of countries present in your committee. At least 20% of the committee need to sponsor or sign the resolution, with at least 10% being sponsors.

After you have handed in a working paper, the Chair will correct it if necessary and decide whether or not to accept it as it is. If the Chair has some remarks, corrections or advice, they will inform the sponsors and ask them to change the paper accordingly. As soon as the Chair accepts the working paper, the paper becomes a 'draft resolution'. The Chair will inform the committee that a draft resolution is on the Floor and give one of the sponsors the opportunity to introduce it to the committee by reading it out loud and/or distribute it electronically to the committee (**Motion to Introduce a Written Proposal / a Draft Resolution**). Right after the draft resolution has been introduced a delegate may motion for a **Panel of Authors** (see above) to have up to 4 of the sponsors and signatories explain their draft resolution for up to 15 minutes.

Afterwards it is open for the whole committee for debate. Its operative clauses may be changed by friendly or unfriendly amendments (see below).

The pre-ambulatory clauses cannot be changed anymore. The paper stays a draft resolution until it has been voted upon. If it is adopted, it becomes a 'resolution'.

9.3 Amendments

Amendments are 'altering requests' for draft resolutions. Once a draft resolution has been introduced, every country has the chance to work on an amendment in order to strike out clauses, to change clauses or to add clauses. There are two types of amendments: friendly and unfriendly.



Friendly Amendment - An amendment is considered friendly if it has the support of all sponsors of the draft resolution. Signatories do not matter. All sponsors have to sign it before it is submitted to the Chair for approval.

After the amendment has been handed in, the Chair will correct it if necessary and decide whether or not to accept it as it is. If the Chair has some remarks, corrections or advice, he or she will inform the sponsors and ask them to change it accordingly. As soon as the friendly amendment is introduced, it automatically becomes a part of the draft resolution. It will not be voted upon. If a friendly amendment is adopted that would reverse in part or whole an amendment that has already passed, the Chair may treat it as an unfriendly amend, or refuse to consider it again.

If the support of all sponsors of the draft resolution cannot be obtained, an **unfriendly amendment** can be written.

Unfriendly Amendments - These require a certain number of signatories (10% of those present or present and voting during the first roll call or a minimum of 3, whichever is bigger), in order to be handed in. After an unfriendly amendment is accepted, the signatories may move to introduce it (motion to introduce a written proposal). Unfriendly amendments can be discussed in a moderated caucus. The caucus, or caucuses, are moderated by the Chair and its duration is up to the Chair's discretion. Afterwards, the committee will immediately move to a substantive vote on the amendment.

Remember that pre-ambulatory clauses cannot be changed through an amendment, only operatives.



9.4 Formal Requirements of Resolutions

All resolutions must be handed in on the template provided by JCUMUN. The Chair will number the resolutions on the Floor in their order of introduction.

A resolution must follow the format of pre-ambulatory and operative clauses, keeping in mind that a resolution is one long sentence and that the first word in each clause must be italicized.

9.5 Pre-ambulatory clauses

The pre-ambulatory clauses are aimed at providing the justification for the actions taken with the operative clauses. They can supply information on the current situation, historical background, refer to past actions on the topic or important declarations, conventions or the UN Charter. Delegates who are not fully convinced of a proposed idea may be more likely to agree with it, if formulated as a pre-ambulatory clause.

Pre-ambulatory clauses always begin with a present participle and always end with a comma. Pre-ambulatory clauses must be written in past tense with legally binding language. As such, they start with the following phrases:

Affirming	Alarmed by	Aware of
Bearing in mind	Believing	Confident
Contemplating	Convinced	Declaring
Deeply concerned	Deeply conscious	Deeply
convinced		
Deeply disturbed	Deeply regretting	Desiring
Emphasizing	Expecting	Fulfilling



Fully alarmed	Fully aware	Further
believing		
Further deploring	Further recalling	Guided by
Having adopted	Having considered	Seeing that
Having devoted attention	Having examined	Having heard
Having received	Having studied	Keeping in mind
Noting further	Noting with deep concern	
Noting with regret		
Noting with satisfaction	Observing	Realizing
Recalling	Recognizing	Referring
Seeking	Taking note	Welcoming

Other present participles might be used. However, this should be agreed upon by the Chair before handing in the working paper.

9.6 Operative clauses

The real action taken by the committee with its resolution is written down in the operative clauses. They may urge, encourage or request certain action, or state an opinion regarding a specific situation. Pay attention that not every committee can use all expressions; your possibilities depend on the power of your committee (if in doubt ask your Chair).

Furthermore, you have to decide whether you want to have a strong and specific resolution calling for concrete action, or a rather vague or comprehensive resolution to gather the support of as many nations as possible. The possibilities in general range from denunciation of a certain situation or general call for negotiations to a specific call for a ceasefire or a decision concerning the financing of specific action. Only the Security Council may also decide on any action



concerning Chapters VI and VII of the UN Charter, including sanctions and the installation of UN peacekeeping or peacemaking operations.

Also bear in mind that operative clauses should be as specific as possible and address the individual aspects in order to create the steps necessary to solve, or at least take the initial steps in improving the situation.

Operative clauses always begin with an active, simple present verb and end with a semicolon. The last operative clause marks the end of the resolution and always ends with a period. All operative clauses are sequentially numbered to make it easier for everybody to refer to a specific clause.

Operative clauses may start with the following phrases:

Accepts	Affirms	Approves
Asks	Authorizes	Calls
Calls upon	Condemns*	Confirms
Considers	Decides*	Declares accordingly
Deplores	Designate	Draws attention
Emphasizes	Encourages	Endorses
Expresses its hope	Further invites	Further proclaims
Further recommends	Further reminds	Further requests
Further resolves	Having resolved	Notes
Proclaims	Reaffirms	Recommends
Regrets	Reminds	Requests
Resolves	Solemnly affirms	Supports
Takes note of	Urges	



'Decides' and 'Condemns' should be used carefully if your committee is not allowed to take binding decisions.

The lists above are only examples. Other phrases might also be in order. Ask your chair if you are not sure, whether a specific phrase is allowed.

10 Voting procedure

All draft resolutions and amendments introduced to the Floor need to be voted upon to be adopted. While they focus on amendments and draft resolutions, the rules set out in this chapter apply to all substantive voting.

During voting on substantive matters the doors of the room are closed. Anyone outside after the start of voting will not be admitted until voting concludes. This does not apply to Faculty Advisors or Secretariat members. Exiting the room is only permitted for medical and dire reasons. Note passing is suspended, the use of electronics and cross-talking are forbidden.

10.1 Going into voting procedure

Debate ends when delegates motion to close debate or the general speakers list ends.

10.1.1 End of Speakers' list

When the speakers' list runs out (the last speaker on the list has run out of speakers' time), the assembly moves directly into voting procedure. Hence, if you are preparing a working paper and still need some time to finish it, keep the speakers' list long or move for informal debate before the speakers' list runs out.



10.1.2 Motion to close debate

If such a motion has passed, you will automatically go into voting procedure. There will be no more breaks, caucuses or anything else. So be very, very sure that you are ready to bring in such a motion if you believe it will pass. If you need a break before voting, motion for a suspension of the meeting first.

Remember: If you have not declared yourself 'present' or 'present and voting' before the start of voting procedure, you will not have the right to vote. This is also where the difference between the two declarations will start to matter. If you declared yourself present and voting you will not be able to abstain in the substantive parts of the voting procedure.

Only the following points and motions from debate (see above) remain in order:

- (1) Point of Personal Privilege,
- (2) Point of Parliamentary Inquiry,
- (3) Point of Order and
- (4) Motion to appeal the decision of the chair.

These motions are handled the same. However, there are additional motions that will be used only in voting procedure. These are, in no particular order:

10.2 Motion to Reorder Draft Resolutions

Draft resolutions are voted upon in their order of introduction. The committee can decide to reorder them with the appropriate motion.



If this motion passes subsequent motions can be introduced to decide the new order. These motions are voted upon in their order of introduction, and until one passes. If none pass the original order is kept and the voting procedure continues.

10.3 Voting on Amendments

Amendments are voted on after the caucus time apportioned to their debate has elapsed. Substantive voting procedure is used, and abstentions are allowed if you declared yourself 'present' during the Roll Call. You may motion to Adopt by Acclamation and Vote by Roll Call when voting on amendments.

10.4 Voting on Draft Resolution

Once the order of voting on the draft resolutions is established the first draft resolution is voted upon as a whole, subject to the applicable motions discussed below. This repeats until all draft resolutions have been voted upon.

10.5 Motion to Adopt a Draft Resolution by Acclamation

With this motion, the committee signifies that it is in consensus as to the contents of the draft resolution.

The Chair will then ask whether there is any objection to the adoption by acclamation. States intending to vote in favor of or abstain on the draft resolution currently under consideration should generally be in favor of a motion for adoption by acclamation. States considering voting in opposition to the draft resolution should be against this motion and raise an objection.

If there is an objection within the body (only one is required), the motion fails, and the draft resolution will be voted upon in a regular manner.



If there is no objection, the draft resolution is thereby adopted unanimously; no further voting on that draft resolution is necessary.

10.6 Motion to vote by Roll Call

If the exact voting behavior of other nations is of interest to you, you may move for a Roll Call vote. This motion does not require a procedural vote. This means that you will vote by roll call whenever one of the delegations' requests this.

A Roll Call vote is quite similar to the Roll Call at the beginning of each session. The Chair will read out all countries in alphabetical order. When your country's name is called out you may answer 'Yes', 'No', 'Pass' or 'Abstention' if you are present. If you are present and voting you may not answer 'Abstention'.

If you answer with 'Pass', the chair will continue the roll call and immediately afterwards ask you for your vote. You will then have to answer 'Yes' or 'No'. You may not answer 'Pass' a second time and you may not abstain even if you are present.

If your vote may appear to be against your country's policy and wish to explain your decision, you may answer 'Yes with rights' or 'No with rights'. After all countries have cast their vote, the Chair will give you up to 30 seconds to give an explanation. It is obvious that this type of voting takes much longer than the usual way. Therefore, especially in larger committees, this motion should be used very carefully.

10.7 Motion to vote Clause by Clause

With this motion, you will vote on the operative clauses one by one. After considering all individual clauses the resolution is voted upon as a whole.

This motion is not voted on, it is at the discretion of the Chair.



In case of a combination of roll call and clause by clause vote, the procedure will be as follows:

The votes on the separate clauses will be taken by show of placards.

The item as a whole will be voted upon by roll call.

11 Committee Specific Rules of Procedure

Some committees have additional or modified rules in order to better simulate their unique character and to set them apart from the common UN-committees.

The following rules only ever apply to those committees under which they are listed.

11.1 United Nations Security Council

As a delegate to the Security Council you will have Rules of Procedure that are slightly different from those in other committees.

You are one of fifteen members of the Council. Five of them have the right to block decisions by their veto. This makes it possibly much more difficult to find a consensus on a draft resolution.

Due to the special situation in the Council, the following rules apply:

11.1.1 Voting in the Security Council

In accordance with Article 27 of the Charter of the United Nations, all votes on procedural matters require a nine (9) votes in favor. All votes on any other matters require a majority of nine (9) votes in favor, including the concurring votes of all permanent members. If one permanent member votes against a draft resolution,



amendment or on any other substantive matter, that item which you have voted upon, fails; even if the vote is 14 to 1!

Also, the usual quorum does not apply. Instead, at least 9 members must be physically present in the committee in order to reach a quorum.

For handing in working papers and draft resolutions, you need to have at least 5 members as signatories or sponsors and 3 of them to hand in unfriendly amendments.

11.1.2 Motion to declare a vote substantive

This is a motion which may only be used by the permanent members of the Security Council.

It may be entertained on any procedural motion. The aim of this motion is to change the required vote on the procedural motion into a substantive vote. On a substantive vote, all delegates who are 'present' may abstain and the required majority for that motion to pass is nine including all permanent members!

This gives the P5 the possibility to veto a normally procedural motion. As soon as any permanent member introduces this motion, the other formerly procedural motion is automatically declared substantive.

Please note that you cannot vote by Roll Call or any other motion mentioned in Section 10 of this document on motions that have been declared substantive!

11.1.3 Presidential Statement

When the Security Council is unable to reach a resolution that is supported by enough members of the Council, it is possible for the Security Council to release a



Presidential Statement if its members feel that they are otherwise unable to come to a consensus.

Such a statement is phrased similar to a resolution; however, it is neither legally binding, nor does it differentiate between perambulatory and operative clauses. It requires consensus between the members of the committee.

This is strictly speaking neither a point nor a motion, so it will be "brought in" in another way.

Firstly, if the delegates present in the Security Council fail to reach agreement during a debate, one of them might bring up the idea of writing a Presidential Statement. After this, the Chairs might ask the committee if it agrees with this idea. If so, it is usually a good idea to motion for an unmoderated caucus during which the delegates jointly write the Presidential Statement.

After this, they should hand it in to the Chairs who will correct it as usual. When this is complete, there will be no formal vote upon it, but the Chairs will read it out again and then ask if any member objects to it. Should this be the case, you can either drop the entire Statement, or try to rephrase it to meet the objector's demands during another caucus.

Secondly, if the Chairs feel that the debate will not lead to a resolution, they may ask the body to write a Presidential Statement according to the procedure laid down above.



12 Final Thoughts

These are the rules of procedure for John Cabot University Model United Nations. We strongly encourage you to thoroughly familiarize yourself with them as they will be essential to your JCUMUN success.

If you have any questions before or during the conference feel free to consult with any member of the Secretariat.

We wish you the best of luck at JCUMUN and cannot wait to welcome you here in the Eternal City of Rome.

Lukas Probst

Undersecretary General of Academics of JCUMUN 2020

