



OAS SESSION GUIDE

TOPIC A

- Introduction (1st session only)
 1. Presentation and welcome to delegates by chair
 2. Roll call
 3. Motion to open session
 4. Motion to set the agenda
- The delegate who made the previous motion will speak and explain which topic he/she would like to open and explain the reason.
- The delegate who seconded the motion to set the agenda will also speak and explain which topic he/she would like to open and explain the reason. (It can be the same topic or it can be a different one)
- Voting will occur to determine which topic will be debated first.

Example,

Case 1: both delegates want the same topic to be opened

Delegate who made the motion to set the agenda: 'The delegation of Nicaragua considers topic "A" is more important and relevant and therefore should be debated first.'

Delegate who seconded the motion: 'The delegation of Brazil agrees with Nicaragua that topic "A" should be opened first due to its urgency.'

**Case 2: both delegates want a different topic to be opened**

Delegate who made the motion to set the agenda: 'The delegation of Nicaragua considers topic "A" is more important and relevant and therefore should be debated first.'

Delegate who seconded the motion: 'The delegation of Brazil disagrees with Nicaragua that topic "A" should be opened first. Brazil truly believes it is best to open topic "B" first due to its urgency.'

The topics proposed will be voted upon by the delegates.

- A motion to open a moderated caucus, given the fact that there's no speaker's list, this is the part where each of the delegates can raise their placard to speak and the chair chooses the order.
- Each "moderated caucus" must be opened establishing the topic (and a subtopic if necessary) to be discussed and the time per speaker (the time recommended for the moderated caucus is of 10 - 20 min with the possibility of an extension with a time of 1 minute per speaker).

Example,

'The delegation of Mexico makes a motion to open a moderated caucus to discuss the topic of "The Problems in the Educational system in Latin America and their relationship with Democracy" with the objective of learning each delegate's position for 10 minutes with 1 minute per speaker.'



In case it is necessary the moderated caucus can be extended with the same topic and less time than the original motion, an extension on this same motion can happen only once.

Open an unmoderated caucus to establish directives (time recommended of 10 -20 min)

Unmoderated caucus can be extended once (time recommended of 10 - 20 min)

- A moderated caucus is opened to discuss proposed directives.
- Motion to amend a directive (In case a delegate wants to modify a proposed directive)

In case of modifications, an unmoderated caucus is in order to rewrite directives and the chair must approve them.

This procedure is repeated until every subtopic related to the main topic has been addressed, and the chair considers that a conclusion has been reached.

- At the end of the debate several directives should have been approved.

Same procedure is to be followed with the following topic to be discussed (Topic B).