

MVMUN '2024

Rules of Procedure

Secretary Generals' Message

Dear Delegates, Diplomats and Draftsmen of the Future,

It is our rapturous honour and privilege to have you at the 1st Edition of Medikardia x Vinimaya Model United Nations Conference, 2024.

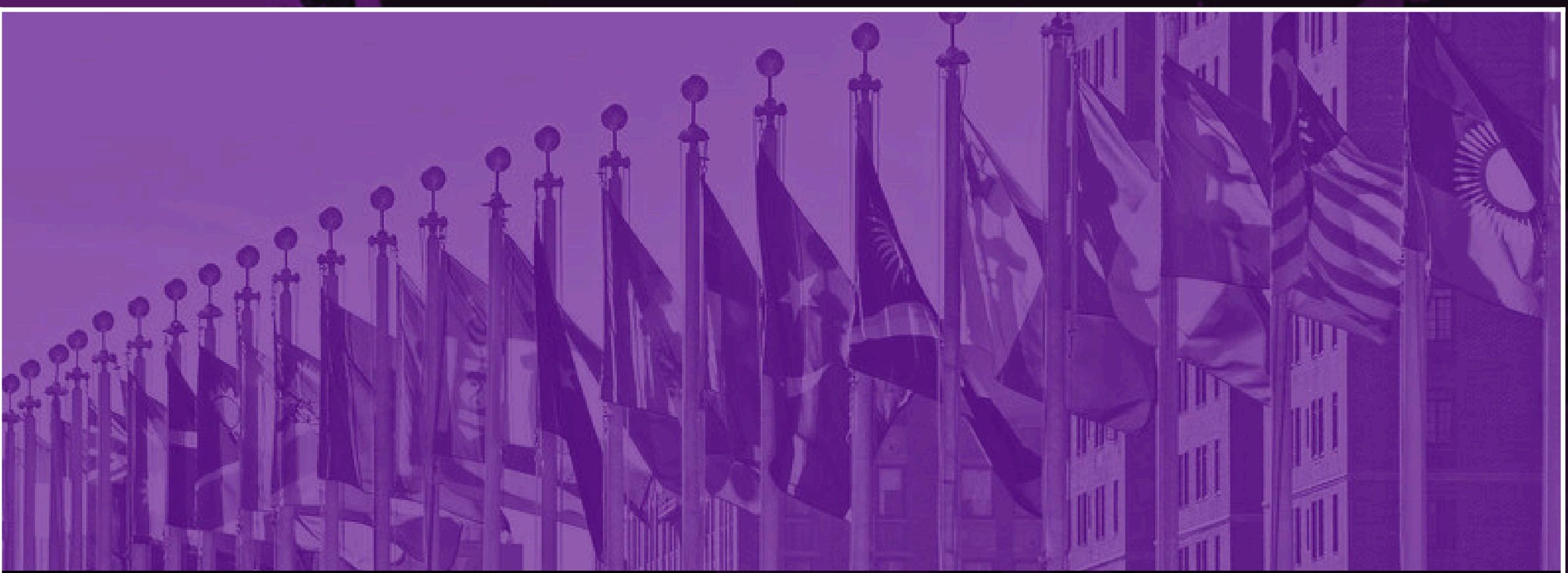
The fundamental constructs which constitute human nature often prompt us to approach all circumstances from a binary outlook, but the reality of the situation is that the complexity of our world cannot be encompassed by a simplistic binary: black or white. When we look in between the black and white, we see a bit of grey. This is when we realise that these seemingly antithetical notions are not mutually exclusive, but are instead the building blocks to attaining multilateral integration and global synergy. That is the beauty of the grey area - when you find just the right balance between black and white, you are able to create something new, something profound, and something that can change the world. The first edition of MVMUN celebrates this very spirit of community and fraternity, quintessentially embodying the core values enshrined in the United Nations charter: Peace, Justice, Respect, Human Rights, Tolerance and Solidarity.

We eagerly look forward to the display of passion, proficiency and pragmatism from each and every one of you, on the last weekend of May, 2024, at this event of International Affairs.

Delegates, the time to act is now. The stage is set. The spotlight glimmers. Will you rise to the occasion?

Regards,

Rtr. Navya Rao and Rtr. Sujal Prakash
Co-Secretary Generals, MVMUN '24



What is MUN? (Model United Nations)

Model United Nations (MUN) is an academic simulation that emulates the procedures of the United Nations (UN) to find solutions for real-world issues.

In MUN, students participate as “delegates” of UN Member States and simulate UN committees.

MUN aims to educate students about current events, international relations, diplomacy, and the United Nations agenda. Along with the knowledge of the world we live in, participants will develop skills including public speaking, presentation, persuasion, situation analysis, research, and critical thinking.

The debate is a formal event, with specific rules, which delegates should know and follow, in order to effectively represent their assigned country in the best way possible.

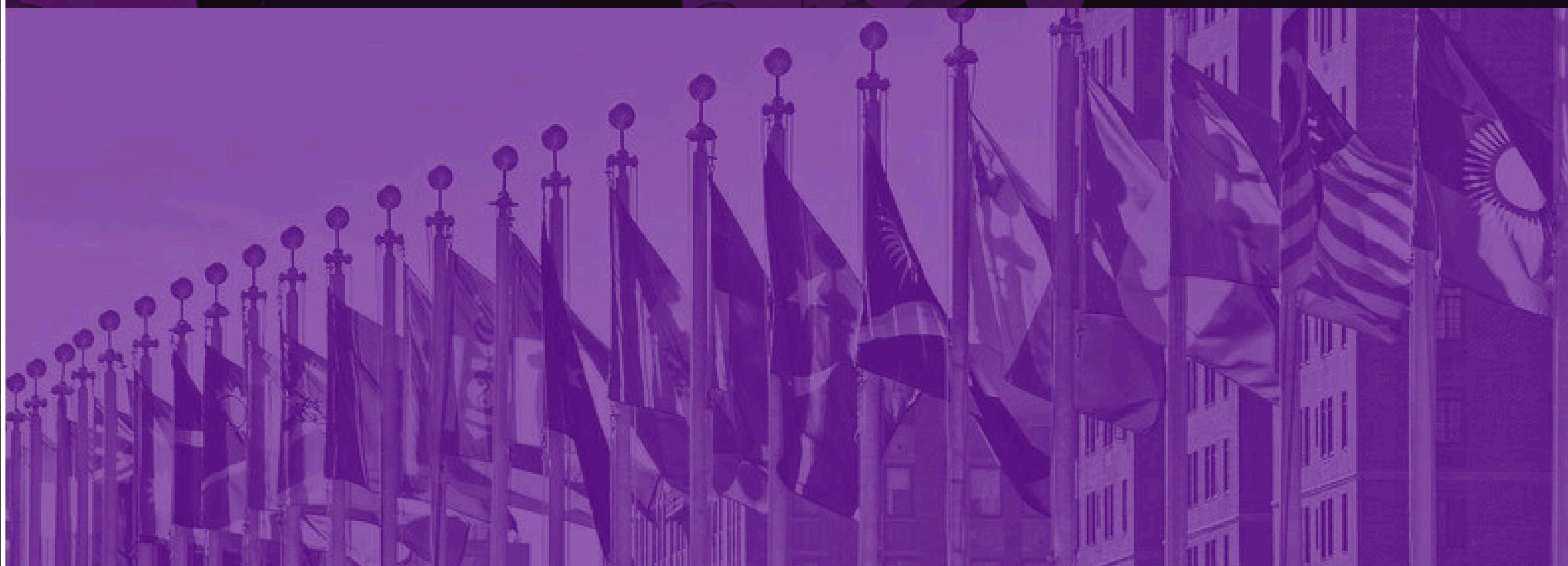


Rules of Procedure (ROP)

The ROP are the means by which delegates and chairs participate in their Model United Nations simulation. They provide a framework that all delegates and chairs must adhere to in order to debate correctly within their simulation.

Member State Representatives

Our delegates will be assigned to a country or a member state and the delegates will represent the specific country in the general assembly and the regional blocs. The delegates will be the ambassadors of the specific country assigned and will put forth discussions, debates, and policies from the perspective of the assigned country.





Executive Board



The Executive Board consists of a Chairperson, Vice-chairperson and Moderator for each committee.

Dais = Chairperson + Vice-chairperson + Moderator

Assembly = All member states

Committee = Assembly + Dais

The Chairperson declares the opening and closing of each committee session and has control of committee proceedings during the conference. They will act as a moderator of the discussion and enforce the rules of the assembly.

The Vice-Chairperson assists the Chairperson with procedural matters during Committee sessions. They may also assist delegates directly with drafting a resolution during regional blocs. The Moderator aids the above two.

Speaker's time: The allocated time given to an individual speaker during formal debate. The formal debate of a MUN simulation is centred around the General Speakers List (GSL).



Session Procedures

A) ROLL CALL

A roll call will occur at the beginning of your session, initiated by the Chair. Each delegate will respond as “present” or “present and voting”. If a delegate is not present at the time the Roll call is taken, the delegate is expected to pass a note to the Chair upon arrival.

B) QUORUM

The quorum in the room will be identified by the Chair, before formal debate or voting procedure begins. Quorum is defined as one-third of the voting members of the session, as determined by the roll call list. Any delegate, at any time, may request verification of quorum. The Chair will immediately rule immediately on the motion, initiating a roll call if they deem it necessary. Quorum is assumed met unless it is shown otherwise.



Conduct of Proceedings

C) MOTION TO OPEN DEBATE

After the roll call and quorum are identified by the Chair, a motion is made to open debate. Motions are essential to the progress of a regional bloc general assembly , as they help to change the flow, format, suspension, voting, or closure of debate.

D) GENERAL SPEAKER'S LIST

The Chair asks delegates wishing to speak to raise their placards and creates a speaker's list at the beginning of your session. Delegates wishing to speak must be recognized by the Chair and added to the list. Delegates may address the Chair as “Honourable Chair” or “Mr / Madam Chair”. The speaker's list is then closed. If delegates wish to be added to the Speaker's List after this point, they must send a note to the Dais, which may or may not be accepted, depending on the time remaining. Once the debate is opened, delegates may motion to enter a moderated or unmoderated caucus. This motion must include the topic for discussion, a time limit for delegate remarks, and a time limit for the caucus itself.



Conduct of Proceedings

E) CAUCUS – MODERATED

Moderated caucuses (“Mod”) allow delegates to thoroughly unpack a topic of discussion without the formality of a pre-assigned speaker’s list. These are useful for clarifying delegate positions and generating stimulating discussion.

Delegates raise their placard to indicate that they wish to speak and must wait for the invitation to do so by the Chair, without interrupting others. A motion is required to enter a moderated caucus. The delegate proposing the motion must state the length of the caucus time and total speaking time as well as clarify a specific purpose for the caucus.

Example of motion: “The delegate of Canada moves for a 10-minute moderated caucus with a 1-minute speaking time, for the purpose of [specific topic - i.e. addressing the topic of stigma to achieve reproductive and sexual health & rights]”.

Once the time for the moderated caucus has expired, delegates may motion for an extension of the moderated caucus or change to an unmoderated caucus, otherwise, the formal debate will automatically be returned and a new Speaker’s List will be called for.



Conduct of Proceedings

E) CAUCUS - UNMODERATED

Unmoderated caucuses (“Unmod”) allow delegates to leave their seat, form groups and support informal discussions, without allocated time for speakers. These can be useful for small working groups to delegate tasks such as developing Working Papers & Draft Resolutions or to seek out Sponsors, Signatories, and Stamps of Approval. A motion is required to enter an unmoderated caucus. The delegate proposing the motion must state the length of the caucus time, but does not need to clarify a specific purpose for the caucus.

Example of motion: “The delegate of Brazil moves for a 20-minute unmoderated caucus.”

Once the time for the unmoderated caucus has expired, delegates may either motion for an extension of the unmoderated caucus, or the session will return to either a moderated caucus format or revert to the Speaker’s list.



Addressing the Committee

Once a delegate has obtained permission to speak from the Chair and has completed their remarks, they may consider the actions:

- Yield time to the Chair –

If you have 10 seconds or more left to your speech, and decide not to yield time to another delegate or questions, your remaining speech time should be yielded to the chair. This is the default yield and will be assumed if a delegate does not specify how they wish to yield.

- Yield time to another Delegate –

If you have over 10 seconds, you can yield your time to anyone. There is no double yield. If you yield your time to a delegate who uses up the remainder of speakers' time they must yield it to the chair.

- Yield time to Comments –

Allows 1-2 delegates (selected by the Dais) to make 30 second comments on the speech just made.



Addressing the Committee

Once a delegate has obtained permission to speak from the Chair and has completed their remarks, they may consider the actions:

- Yield time to questions-

Allows 1-2 delegates (selected by the Dais) to ask a direct question and the delegate in question will typically be 30 seconds to respond to the questions.

RIGHT TO REPLY

At any point, should a delegate feel personally insulted by the speech or comments made by another delegate's comments, they may ask for a Right of Reply from the Chair. Right of

Reply is also granted during a delegate's speech if they mention another nation's delegate, this delegate may also request a right of reply. If deemed relevant by the Chair, the delegate who initiated the right of reply may respond to the perceived offensive speech. The discretion of the Chair in granting or refusing a right of reply is not appealable.



Addressing the Committee

F) POINTS

During discussion of any matter, the delegate can raise their placard for any of the following points:

1. Point of Personal Privilege: a matter of comfort, safety or well-being of the members of the committee (including whether or not the delegate is able to adequately hear proceedings). This can interrupt a speaker and the Chair will immediately accept.
2. Point of Order: a matter relating to the rules of procedure or the way in which the Chair is exercising its power. This can interrupt a speaker and the Chair will immediately consider Accepting.
3. Point of Parliamentary Inquiry: a matter relating to procedure, which a delegate may raise if there is no discussion on the floor. This cannot interrupt a speaker.

G) OTHER MOTIONS

As has been demonstrated in the previous section on moderated & unmoderated caucuses, motions are essential to progress in a committee.



Motions may also be used to bring a session to voting or to end a session:

1. Motion to recess: The motion to recess requires no debate and passes on a simple majority. The effect of the motion is to suspend the meeting of the session until the next regularly scheduled committee session.
2. Motion to adjourn: A motion for adjournment requires a simple majority to pass, and is in order only when at least one of the following conditions have been met:
 - 1) The committee has considered every topic on its agenda.
 - 2) Less than 15 minutes remain in final last committee session of the day.
3. Motion for closure of debate: A motion to close debate requires a 2/3 majority. This should be used in Plenary only when all draft resolutions have been presented and amendments have been completed, as it will put them to an immediate vote.



Our tip:

Plan your moderated causes with prior discussion with your committee members to make apt use of committee time.



H) BLOCS

Blocs are teams of countries who share a particular viewpoint on how to deal or solve the issue at hand. Forming and managing blocs is key to being successful at Model UN, as the larger blocs hold more voting power. It is vital to form blocs paying heed to your foreign policy.



Our tip:

Pass notes to other delegates to build up alliances early on. The quicker you make a bloc, the more powerful you'll become in committee.

Documents at a MUN



Position Paper

Working Paper

Draft Resolution



Position Paper

Each Member State is expected to prepare a position paper by the 23rd of May. A position paper details the policies of the country towards the given theme. It represents the view of the delegate and serves as a source of information and discussion topics for each delegation.

During regional blocs, the member states would bring forth their position papers before the commencement of the debate to highlight areas of debate. The individual position papers help other member states identify similarities and differences and would aid in the formation of alliances or oppositions.

Guide for writing position paper:

1. Position paper must not exceed 3 pages
2. Arial font, size 10 is preferred with one-inch margins.
3. The document must be named as follows:

Name_Portfolio_CommitteeMVMUN24

3. Position papers - will have to be mailed to the mail address mvmun2024@gmail.com from the 20th to the 23rd of May.

Refer Example



Draft Resolution

A) WORKING PAPER

A rough unformatted document that displays some of the working ideas of a delegate and/or bloc within the debate.

Use working papers as a way to get a general idea of what your bloc thinks about the topic at hand. A working paper forms a loose ideology for the draft resolution.

B) DRAFT RESOLUTION

A resolution is the equivalent of a law at the UN level, it is the final product of a committee, and once a resolution has

been passed, the topic ends. Passing a resolution is key therefore. A strictly formatted document which organises working paper ideas into clauses, they must include Authors and Signatories.

Minimum of 2 - Maximum of 3 Sponsors are accepted
Minimum of 1/5 th Signatories are accepted (either 1/5 of Member States, iff the paper is the work of 1 bloc or 1/5 of Member States from the Committee, if the paper is the work of more than 1 bloc)



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Sponsors: Sponsors of a Draft Resolution consist of the Member States who have authored the document, agree with it in its entirety, and who will present (if accepted as a Draft Resolution) and answer questions in the general assembly .

Sponsors are obligated to vote in favour of their Draft Resolution during the General assembly unless an unfriendly amendment is passed.

Signatories: Signatories on a Draft Resolution are Member States that may not necessarily have contributed to the writing of the resolution neither support nor oppose the draft resolution, but rather, are simply in favour of having a discussion by the committee on this particular draft resolution. Signatories cannot be removed once they have added their names to a draft resolution.

During the course of the general assembly, delegates may also propose amendments to Draft Resolutions that have been presented. Once the dais approves the formatting, and the document has been distributed, the Chair will recognize a motion to introduce the Draft Resolution, described below.



Our tip:

Nearly all of the votes you will do are procedural. An easy way to distinguish procedural from substantive votes is that substantive votes tend to happen at the closing stages of a debate when voting on resolutions and amendments begin.



Clauses: Draft Resolutions MUST include clauses, which are terms that are descriptive or action-oriented in nature.

Preambulatory Clauses are included in the first section of your draft resolution. They are descriptive, contextual clauses commonly used to provide background information (of the problems identified by the Sponsors/Signatories), acknowledgments and/or reference to past agreements/resolutions of the United Nations or World Health Organisation. These are less significant than operative clauses and cannot be amended, so they are usually brief.

Operative Clauses are active clauses that can set policy, make decisions, and create legally-binding agreements (solutions) upon Committee Members. These are more significant than preambulatory clauses and can be amended, so they constitute the vast majority of any resolution and will occupy most of the Committee's debate time.

Refer Example

Our tip:

Always say you are Present; Abstentions are powerful tools.



Introducing Draft Resolutions

Once the Chair has approved a draft resolution, a delegate may raise a motion to introduce the Draft Resolution. The motion is automatically approved and does not require a vote. The content of the introduction shall be limited to summarising the operative clauses of the draft resolution. After the draft resolution is introduced, the Chair will move into a five-minute Question-and-Answer session.

Question and Answer Period

The Q&A period is when delegates question the sponsors about the draft resolution's content. Questions asked must specifically pertain to the substantive matters raised in the draft resolution.

Time used to ask questions will not be deducted from the 5 minutes. Additional questions and comments regarding the resolution are encouraged to be raised through the speakers list or through the moderated caucus.

Amendments

Draft Resolutions are modified through amendments. An amendment is a written statement that adds, deletes or revises an operative clause in a draft resolution. The amendment process is used to strengthen the consensus on a resolution.

There are three types of amendments:

- i. Non-substantive amendments are typographical errors in the format of the resolution, and these are included without a vote.



ii. An unfriendly amendment is not approved by all sponsors of the draft resolution and as such is put to debate. An unfriendly amendment must be approved by an Academic Director and requires 20% of committee members as signatories before being brought to the debate.

The chair recognizes two speakers in favour and two speakers opposed to the unfriendly amendment while giving each speaker 60 seconds to justify their position to the committee.

The amendment requires a simple majority from the committee to pass.

iii. Friendly amendments are ones in which all sponsors to the draft resolution agree, and consequently, does not require a vote for its inclusion or exclusion. Friendly amendments are automatically included in the resolution.

Voting

Voting commences once either the Speaker's List has been exhausted or a delegate motions to vote on a resolution.

A simple majority (50+1%) by the Committee in favour of beginning to vote is needed. Decisions on Draft Resolutions and unfriendly amendments require a simple majority in favour.



Written Chits

Once Regional Blocks and moderated caucus, delegates may neither talk informally between themselves nor leave the room to visit other Regions. However, delegates can communicate with written notes.

These notes will be coordinated by Pages (volunteers or staff members), who have freedom of movement between the Regional Blocks. These notes may also be passed to all Media and Non-State Actors. They can be used to arrange later meetings or interviews. Notes to the Dais will typically be processed by a Vice-Chair on behalf of the Chair.

Please hold the note in the air until the Page has the opportunity to collect it. You must ensure the note is folded, with the sender and recipient clearly labelled (in terms of their role) on the front.

Directives

In the instance where a Regional Bloc is confronted with a Crisis situation, delegates within the committee may issue a directive, which encompasses a short statement suggesting actions delegates can assume to mediate the crisis situation.

Directives are submitted to the Chair and must be accompanied by a minimum of two sponsors and 20% of the committee members in that regional bloc.



Similar to a draft resolution, Signatories neither agree nor disagree with the directive but rather, are interested in having the directive debated between delegates. Unlike Resolutions, directives do not require preambulatory clauses but should include operative clauses that outline points of action.

Voting on directives occurs during the general assembly , in a format similar to voting on draft resolutions.

The Flow of Committee

A typical debate will take the following flow of debate:

Roll call, where the delegates state whether they are present or present and voting



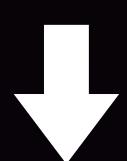
Setting of the agenda.



Opening of the General Speakers list



General Speakers List (General debate)

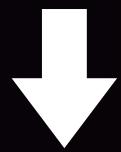


Moderated Caucuses (Specific issues are raised and discussed)



The Flow of Committee

Unmoderated Caucuses (Delegates begin to lobby and form alliances)



Working Papers (Delegates use their time in unmoderated caucuses to collaborate and write solutions)



Draft Resolutions (Delegates finalise and format their ideas into a draft resolution)



Voting (Delegates lobby to ensure they have enough votes to pass their draft resolution, and voting procedure begins).



After the draft resolution passes, you can motion to adjourn, which closes the committee and conference as a whole.

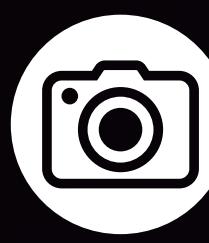


Our tip:

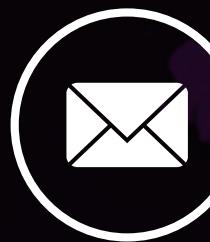
Make sure your committee is a success by passing your resolution!



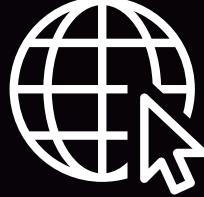
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