



Greater Philadelphia YMCA Model United Nations

Conference Parliamentary Procedure & Rules of Debate

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General Overview

Scope of the Rules

The YMCA Model United Nations Program shall be run in accordance with the Rules and Procedures contained herein, and all staff, delegates, and observers shall observe these rules. In all instances, the Rules of Procedures, along with the rulings of the Secretary General, the authorized appointees thereof, and the Chairs or Officers of the committees, shall be final. The Program Staff may alter and/or override any of the rules at any time as he or she sees fit.

General Powers and Duties

The Program Director(s) and Secretary General shall ensure observance of these rules and interpret them, have the right to speak, put questions, and announce decisions in all sessions. He or she, and the officers authorized by him or her, shall have complete control of all conference proceedings and shall maintain order therein. The Secretary General and Program Staff shall have final authority to decide on all controversies.

Courtesy

All Members shall show courtesy and respect to one another, the Chair, and all other program staff or guests, especially those speaking.

Quorum

The presence of 2/3 of the Representatives of a body shall constitute a quorum and shall be required for a question to be put to a vote. Quorum shall be assumed unless challenged by a voting member of the committee.

Speeches

- Delegates upon recognition by the Chair may deliver speeches. Speeches should be relevant to the topic under consideration or else the Chair may call the speaker out of order.
- Time limits for speeches shall be two minutes subject to modification by the Chair or Secretary General. Exceeding the time limit may result in being called out of order.
- Speakers recognized by the Chair may yield any remaining time to another delegate of the body by declaring their intention to yield their time at the beginning of their speech.
- Speakers are entitled to a maximum of two actions (i.e.: motioning, yielding time) per speech by reserving their right to do so immediately after addressing the chair.
- Speakers may yield their remaining time to the Author of the Resolution upon completion of their remarks. (authors do not have to reserve their right to yield time to their own summation, but they **do** have to yield time at the end of their opening speech)



Committee Procedure

At Y-MUN, a committee will be in one of three modes: Unmoderated Caucus, Moderated Caucus, and Resolution Debate. Each mode provides a different opportunity to advance discussion on a topic. The three types of debate and a detailed explanation of each type is provided below.

Unmoderated Caucus <-> Moderated Caucus <-> Resolution Debate

Debate at the YMCA Model United Nations Conference occurs in "Moderated Caucus". A delegate may, by motion, move the discussion to either more formal debate (Resolution Debate) or more informal debate (Unmoderated Caucus). Similar to descending or climbing a ladder, from either "Resolution Debate" or "Unmoderated Caucus", you must pass through "Moderated Caucus". Please note that under no circumstances are you able to go from "Unmoderated Caucus" to "Resolution Debate".

Unmoderated Caucus

Chair will recognize a delegate's motion for the committee to move to Unmoderated Caucus. The committee will move to Unmoderated Caucus to allow for more detailed development of resolutions and allow allies to meet and try to convince others to support their resolution. A time limit is set on the amount of Unmoderated Caucus time by the Chair. The Chair may extend the time limit at their discretion.

- Working resolutions created here will be the basis for the Conference.
- Delegates can gather to discuss each topic (for example, if the committee has four topics. Delegates in each topic group should discuss and determine how each country feels about the topic and possibly break into further divisions, since there will be multiple resolutions on each topic.)
- Groups of allies should begin drafting working resolutions and winning support for their topic and working resolutions – these are resolutions or ideas that need to be cleaned up and do not have a predetermined percentage of the committee as a signatory.
- Delegates should begin to gather sponsors and signatories. Sponsors must vote for resolution or withdraw sponsorship before voting procedure. Signatories only want to discuss the resolution and may later vote against it.

Moderated Caucus

The Committee will begin by having a Moderated Caucus on a topic. Delegates by motion may either move the debate to more formal discussions (Resolution Debate) or informal discussion (Unmoderated Caucus).

- Moderated Caucus is an opportunity for delegates to state their national position, draft resolutions, strengthen their resolutions and determine which resolutions have the committee's support in a semi-formal manner.

All delegates must address the Chair in the following manner: State their name, delegation, and country before addressing the committee.

Example: "John Doe, Greater Philadelphia YMCA, representing the nation of Chad, Thank you Chair. (Start speech to the committee)"



Resolution Debate

Introduce a Resolution

Once a resolution receives the required number of signatories (20% of the committee), a delegate may make a motion to introduce a resolution. A resolution may be introduced by stating "***I motion to hear the resolution on the floor authored by [Country(s)]***".

Resolution Debate (Moderated By Chair in the following order)

1. Resolution is read (by Chair or Staff)
2. **Opening Statement** - resolutions authors have 2 minutes
3. **Non-Debatable Technical Questions** - brief questions regarding the grammar of the resolution and the definition of specific words
4. **Speakers' List Debate** (time allotted at Chair's discretion, baseline: 20 minutes)
 1. 2 minutes per speech
 2. Delegates may ask questions to the resolution authors
 1. **"Will the authors yield to a series of questions?"**
 2. If delegates wish to follow their questions with a speech, they must state in advance, **"I reserve my right to speak thereafter"**.
 3. Delegates may yield time to a fellow delegate or to the author's summation
 1. Delegates must begin their speech by saying, **"I reserve my right to yield time to _____"**.
 4. Delegates do not have to reserve their right to yield time to the Chair
 5. Procedural and substantive motions and points (see pages 6-7) are in order
5. **Closing Statement** - resolution authors have 2 minutes (plus yielded time, if any)
 1. Authors must reintroduce themselves
6. **Simple Majority Vote** (of those present and voting)
 1. Each country gets 1 vote - "aye", "nay", or "abstain"
 2. Abstentions do not count against the majority.
 3. May perform roll call at the discretion of the chair or if "division" is called

Resume Moderated Discussion



Amendment Debate

Introduce an Amendment:

During resolution debate, a delegate may make a motion to introduce a resolution that has the required number of signatories (10% of the committee). Amendments may not change the authors' intent and cannot alter the preamble of the resolution. An amendment may be introduced by stating "***I motion to hear the amendment on the floor authored by [Country(s)]***".

Once amendment is read to the committee, the resolution authors will have the chance to deem it either friendly or unfriendly. If **ALL** resolution authors deem the amendment friendly, it will be immediately added to the resolution without debate and the amendment authors will join the resolution authors. If any resolution authors deem the amendment unfriendly, amendment debate will begin with the amendment author(s) and supporting resolution author(s) on one side against the dissenting resolution author(s).

Amendment Debate (Moderated By Chair in the following order)

1. **Amendment Author(s) Opening Statement** - 2 minutes
2. **Non-Debatable Technical Questions** - brief questions regarding the grammar of the amendment and the definition of specific words
3. **Dissenting Resolution Author(s) Opening Statement** - 2 minutes
4. **Pro-Con Debate:** (time allotted at Chair's discretion, baseline: 6 minutes)
 1. 2 minutes per speech
 2. Must start AND end in a pro speech
 3. Debate procedure resembles the resolution speakers' list debate mentioned before, with the addition of a pro-con component and questions can only be asked to the amendment authors and only on con time.
5. **Dissenting Resolution Author(s) Closing Statement** - 2 minutes
 1. Authors must reintroduce themselves
6. **Amendment Author(s) Closing Statement** - 2 minutes
 1. Authors must reintroduce themselves
7. **Simple Majority Vote** (of those present and voting)
 1. Each country gets 1 vote - "aye", "nay", or "abstain"
 2. Abstentions do not count against the majority.
 3. May perform roll call at the discretion of the chair or if "division" is called

Resume Moderated Discussion

If the amendment passes after unfriendly debate, the dissenting authors may no longer represent the resolution and must return to their seats. If the amendment does not pass, the amendment authors must return to their seats, but any original resolution authors who had deemed the amendment friendly may remain as a resolution sponsor.



Points

Points should be a short, clear, and relevant statement or question, not a speech. They are intended to clarify or correct an issue at hand. It must address a substantive issue. Only the Point of Personal Privilege and Point of Order can interrupt a speaker. Points are allowed during "Resolution Debate" and "Moderated Caucus"

Point of Personal Privilege:

A delegate may rise to a point of personal privilege if there is something preventing their participation in the proceedings (e.g. lack of decorum, sound problems, etc.). The point of personal privilege may interrupt a speaker only if the conditions prevent the delegate from following the immediate proceedings (e.g. cannot hear the speaker, etc.).

Point of Order:

During the discussion of any matter other than a pending point of order, a delegate may rise to a point of order to inquire about parliamentary procedure being implemented by the Chair. The Chair shall make an immediate decision in accordance with the rules of procedure. It is expected that delegates will not interrupt another delegate's speech with a point of order. While it is permitted for a Point of Order to interrupt a speaker, it is highly encouraged for delegates wishing to use this motion to wait until the end of a speech unless absolutely necessary.

Right of Reply:

The Chair may accord the right of reply to a delegate whose personal or national integrity has been explicitly impugned by another delegate. The Chair will honor such requests for the right of reply at the conclusion of the speaker's remarks; under no circumstances may such a request interrupt a speaker. A delegate accorded such a right must confine their reply only to the speaker's remarks and may not engage in general debate.

Point of Parliamentary Inquiry:

During the consideration of any matter, except when another is speaking, a delegate may rise to a point of parliamentary inquiry concerning procedure. The Chair shall answer the inquiry in accordance with the rules of procedure. Essentially, this is a tool to clarify parliamentary procedure usage.

Point of Information:

Delegates wishing to question the speaker concerning substantive matters may rise to points of information. Delegates may not use points of information simply to comment on the substantive debate. This must be recognized by the chair and should be kept brief.



Motions

Procedural Motions

These procedural motions are used during Moderated Discussion to suspend proceedings for a particular purpose in one of the following ways. The following motions require Chair approval, a second, and a simple majority vote to pass, unless otherwise noted in their descriptions.

Motion to Adjourn:

This motion closes the committee proceedings at the end of the conference and is only in order at the end of the last session.

Motion to Recess:

This is a motion to suspend proceedings until the next session as outlined in the conference schedule.

Motion to Suspend the Rules:

When the floor is open during the discussion of any substantive matter, a delegate may rise and move for a suspension of the rules. The mover must explain the purpose of and limitations on the suspension. Suspension of the rules has the effect of moving the body out of formal debate and into informal debate. This motion is commonly used to remove jackets when the room is too hot.

Motion to Move to Unmoderated Caucus:

A motion to Move to Unmoderated Caucus is a motion to have a short time period to informally discuss the issues at hand and arrive at compromises in the form of resolutions. See Page 3 for more details. During a caucus delegates should not leave the committee room.

Motion to Extend/Close Debate:

During the discussion of any substantive matter, a delegate may move for the extension or closure of debate on an item under discussion. The motion requires a 2/3 majority to pass. If the motion passes, the committee will extend debate for a specified amount of time or immediately end debate and move into closing statements and voting procedure. This motion can be applied to an amendment and to a resolution.

Motion to Appeal the Decision of the Chair:

A delegate may appeal any ruling that involved the use of discretion by the Chair. The Chair's rulings to entertain or reject non-debatable procedural motions are not open to appeal. Decisions related to points, except the point of order, are also not open to appeal. The delegate may speak on behalf of their appeal and the Chair may then speak in defense of their ruling. The appeal shall then be put to a vote, and the Chair's ruling shall stand unless overruled by 2/3 majority of the delegates present and voting. A vote in favor of the motion supports the appeal; a vote against the motion supports the Chair's decision.

Substantive Motions

A substantive motion initiates a deliberative process on a substantive matter. These motions are in order during Moderated Discussion and Resolution Debate. They include motions to hear resolutions and amendments. These require a second and a simple majority vote to be heard on the floor. They also require a simple majority vote to pass during voting procedure. See above sections for more details on resolution and amendment debate.



Historical Security Council & Security Council

Each member of the Historical Security Council (HSC) and Security Council has one vote. Decisions on matters of procedure are taken by an affirmative vote of a majority of the members. Decisions on substantive matters also require a majority of votes, including the concurring votes of all five permanent Members.

The Security Council will use the same procedure described in this manual, however, they may adopt two different types of resolutions: 1) consensus resolutions and 2) resolutions adopted by vote.

1. "**Consensus Resolutions**" are resolutions drafted by the committee and then formally adopted by the President of the Security Council by stating, "Notwithstanding an objection of the committee Resolution X is hereby adopted." This type of resolution places emphasis on an image of unanimity when some members would feel obligated to vote against or abstain on a resolution that was formally voted upon. At any point a member may defeat a consensus resolution by objecting and calling for a vote. In that situation the resolution to become effective must be adopted by an affirmative vote of the committee. (see Resolution Adopted by Vote).
2. "**Resolution Adopted by Vote**" is the more formal and common type of resolution considered by the Security Council. Resolutions are adopted by vote when, in spite of consultations, the Security Council members have failed to reach a consensus; any member may object to an attempt to adopt a resolution by consensus, and thereby force such a vote.

Voting in Security Council and Historical Security Council will always be done in a roll call format.



Courts (ICC & ICJ)

The International Criminal Court (ICC) sees delegates collaborate to prosecute or defend one side of a case dealing with matters such as genocide, crimes against humanity or war crimes. That said, the ICC generally hears cases that try a particular individual.

The International Court of Justice (ICJ) deals with questions regarding the legality of actions undertaken by nations and the subsequent impacts on other nations to resolve complex multinational situations, such as ownership over outer space and considerations for the legal usage of nuclear weapons. That said, the ICJ generally hears cases for the purpose of settling disputes between nations.

ICC and ICJ varies from the previously described committee structures in the following ways:

- Teams will come together to finish preparing cases for presentation. The basis for a team's presentation is outlined by the written brief that must be prepared and submitted by teams prior to their arrival to Hershey.
- Two teams will be representing opposing sides of a case. All other teams will act as Justices to deliberate on the material presented.
- Both Teams will be given an **Opening Statement**.
- Each team is then allotted time for **Presentation of Evidence and Defense**: these represent the main arguments for both sides.
- Each team will then be given time for **Rebuttal**: this time is utilized for teams to discount what the opposing team has presented
- Teams will then give a **Closing Statement**
- After Teams have presented, the remaining justices will deliberate to make final decisions on all of the issues presented during the cases



Nation Building Committee (NBC)

The Nation Building Committee (NBC) will use the same procedure described in this manual, however, will repeat the process in the multiple stages of debate.

Note: Each country within NBC is only allotted one vote per committee. Countries are represented by 4 individuals (one per each Sub-Committee). In successive committees, a country will have multiple members of the same country. Prior to voting, members of a country will be asked to confer. If a country cannot come to a unanimous decision internally, the country must abstain from voting.

- NBC is comprised of 4 Topic Based **Sub-Committees:**
 - Resolutions will be drafted in the manner described above within sub-committees. Debate will then occur within sub-committee (in concurrence with the procedures covered in this manual) to pass resolutions out of sub-committee.
- Sub-Committees will then combine to become 2 **Dual-Committees:**
 - Resolutions passed through debate within Sub-Committees will undergo the debate process (in concurrence with the procedures in this manual) to pass resolutions through Dual Committee. Note, only one vote per country.
- Dual-Committees will combine to become the **Nation Building Committee:**
 - Resolutions passed through debate within Dual-Committees will undergo the debate process (in concurrence with the procedures in this manual) to pass resolutions through Nation Building Committee. Note, only one vote per country.
- This concludes a "round of debate". A new crisis/scenario is presented after which point the committee will go back to Sub-Committee format to draft and debate new resolutions.
- Resolutions passed through NBC are placed on the **Constitution**. On Sunday Morning, the Committee must ratify the Constitution through **Forum** – an informal debate structure in which amendments can be added verbally until such a point where the entire NBC agrees upon the final Constitution for a new country.



General Assembly (GA)

The General Assembly (GA) will, for the most part, use the same procedure described in this manual. However, the General Assembly utilizes several procedural modifications to ensure proper functioning in a large committee.

1. Motion to Hear a Resolution: Bucketing

- a. Upon submission, resolution sponsors must include a synopsis of their resolution no more than 15 words in length. Each resolution is placed into a bucket of up to three resolutions based on topic area.
- b. Only buckets containing three resolutions can be motioned to be heard on the floor, unless there are no such "complete" buckets on the docket. A motion to hear any one of the resolutions automatically invokes a motion to hear all three.
- c. Upon a motion to hear a resolution, the Vice Chair shall then read the three titles of the resolutions in the bucket. A representative from of each resolution may come forward to deliver a speech no longer than 30 seconds to explain the intent and actions of the resolution.

The committee then votes to hear one of the resolutions; the winning resolution shall be heard while the other two resolutions must be moved into a new or unfilled bucket within the topic area.

2. Regional Debate

- a. Upon the conclusion of Non-Debatable Technical Questions, the room will move into regional debate, in which countries in close geographic proximity may express concerns or support for the resolution with their geographic neighbors.
- b. A pre-appointed moderator for each region will facilitate debate. Motions to hear an amendment, yield time to the author's summation, close debate, and points of information are not in order at this time.
- c. Upon the conclusion of regional debate, the committee-at-large will reconvene and begin standard resolution debate as described above.

3. Amendment Procedure

- a. Amendments in the General Assembly must, in addition to previously mentioned amendment components, also include a one-sentence statement of intent that uniquely identifies the purpose and terms of the amendment.
- b. The Chair of each committee reserves the right to merge amendments that seek to make similar modifications to the resolution.
- c. Amendments identified by the chair as minor changes or indicated by the amendment sponsors will undergo an abbreviated debate if deemed unfriendly by the resolution authors.