



THAILAND MODEL UNITED NATIONS

Rules of Procedure



TABLE OF CONTENTS

General Procedures and Mechanics of THAIMUN

1. Scope.....	4
2. Language.....	4
3. Statements by the Secretariat.....	4
4. Delegations.....	4
5. Courtesy.....	4
6. Responsibilities of Delegates.....	4
7. Phraseology.....	4
8. Agenda.....	5
9. Changes in the Agenda.....	5
10. General Powers of the Chair.....	5
11. Special Rights and Privileges of the Secretary General and Chairs..	5
12. Powers of the Secretariat.....	5
13. Warning System.....	6
14. Appealing the Decision of the Chair.....	6
15. Note Passing.....	6
16. Dilatory, Absurd, or Frivolous Acts.....	6
17. Quorum.....	7
18. Roll Call.....	7
19. Opening Speeches.....	7
20. Unmoderated Caucus.....	7
21. Motions.....	8
22. Withdrawal of Motions.....	9
23. Point System.....	9
24. Speeches and Time Limits.....	11
25. Resolutions.....	11
26. Procedure for Debating Resolutions in Committee.....	12
27. Means of Determining Speakers.....	13

28. Amendments..... 13

29. Yields..... 13

30. Closure of Debate..... 14

31. Voting..... 14

32. Post-vote Motions..... 14

33. Suspend Debate..... 15

34. Adjourn Meeting..... 15

Creditories..... 15

General Procedures and Mechanics of THAIMUN

These rules have been adapted for the special needs of the Thailand Model U.N. Conference. Though some adjustments may be contrary to what specifically happens in the United Nations itself, they are made in consideration of time, and to expedite debate. THAIMUN acknowledges the work of IASAS MUN who developed the following Rules of Procedure.

1. Scope

- a. These rules are self-sufficient and shall be considered adopted in advance of the session. No other rules of procedure are applicable.

2. Language

- a. English shall be the official and working language of the session.

3. Statements by the Secretariat

- a. The Secretary-General, or a member of the Secretariat designated by them as their representative, may at any time address the session.

4. Delegations

- a. Each member nation shall be represented by one voting delegate. In addition, delegations will include one alternate representative only

5. Courtesy

- a. All representatives will be expected to show courtesy and respect to those speaking. Those who refuse may be dealt with at the Chair's discretion.

6. Responsibilities of Delegates

- a. Each delegate has the responsibility of conducting themselves in a diplomatic manner.
- b. Undiplomatic conduct will be looked upon with extreme disfavor by the Secretariat.
- c. Violation of this rule may lead to immediate expulsion from the current function.

7. Phraseology

- a. The phraseology of the Model United Nations shall be formal so as to accurately simulate diplomatic interaction. Thus, a delegate should say "this delegate would like to motion for..." or when asking points of information delegates should speak through the chairs such as, "The delegate of x would like the delegate of y through the chairs..."
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8. Agenda

- a. The agenda for each committee session shall be determined by the Secretary General prior to the session. Each resolution will be given a number in order of submission to the committee. This number will not be changed unless the Sponsor is absent at the time of debate. In which case it will be put at the end of the agenda.

9. Changes in the Agenda

- a. Should a delegate wish to entertain an important issue, such as voting rights after one resolution has finished and before the next is considered, the delegate may motion to 'Change the Agenda'. However, this may only be done after a resolution has been voted upon, and before a new resolution is debated.
- b. Motions to Change the Agenda are in order only when another motion is not under consideration.
- c. It will require a 2/3 vote in the Committee Session to be entertained.
- d. If there are any delegates against the motion the chairs can entertain one for speech and one against speech before the motion is put to a vote.

10. General Powers of the Chair

- a. In addition to exercising the powers conferred upon the Chair elsewhere in these rules, the Chair shall declare the opening and closing of each meeting, direct discussions, accord the right to speak, put all questions to a vote, and announce decisions. They may also recess or adjourn the session.
- b. The chair shall also enforce these rules, and subject to them, they shall rule on Points of Order. Chairs have complete control of the proceedings in all sessions. However, chairs are also subjected to these rules. If a delegate finds a chair's conduct to be detrimental to the committee they may raise a point of order, in extreme cases they may also refer to a secretariat member.

11. Special Rights and Privileges of the Secretary General and Chairs

- a. The Secretary General and chairs may at any time suspend or otherwise change any part of the Rules of Procedure in order to ensure smooth functioning of the Model United Nations.

12. Powers of the Secretariat

- a. The Secretariat shall interpret these rules and their ramifications according to the session. They may also advise the delegates on the possible course of the debate.
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13. Warning System

- a. The Chairperson of the session may at any time at his or her discretion place warnings on delegates for acts considered undiplomatic. These warnings may not be appealed. The penalty system follows as such:
 - i. 1st warning: No penalty
 - ii. 2nd warning: No speaking or voting privileges up to the completion of one resolution
 - iii. 3rd warning: Removal of delegate from the room

14. Appealing the Decision of the Chair

- a. Any decision of the Chair, with the exception of those matters which are herein explicitly designated un-appealable, may be appealed immediately by a delegate. The delegate may speak on behalf of the appeal, and the Chair may speak in defense of the ruling. The appeal shall be put to a vote and the Chair's decision shall stand unless overruled by 2/3 of the members present and voting. A placard vote must be used.
- b. A Chair's ruling that an amendment is Out of Order because it "drastically" alters a resolution's clear intent may be appealed.
- c. There shall be one speaker in favor of the appeal and the Chair may speak against. The appeal shall then be put to a vote, and the Chair's decision shall stand unless overruled by a 2/3 majority of those members present and voting.

15. Note Passing

- a. Delegates are permitted to pass notes during the session, but only through one of the pages. Notes must be signed on the inside by the country sending the note and properly addressed to the country which is to receive it on the outside. There will be no note passing during voting. If sent to the Chair, notes may also be ruled Dilatory, Absurd, or Frivolous, and the sender may lose his note passing privileges. Notes will be censored. No note passing is permitted during formal speaking. Tearing of note paper during a session may result in a one session suspension of privileges. A faculty member may be consulted by the pages.

16. Dilatory, Absurd, or Frivolous Acts

- a. The Presiding Officer may rule a member Out of Order as Dilatory, Absurd, or Frivolous. That member alone may appeal the ruling of the Chair. If this appeal is not able to receive the support of 2/3 of the members, that member will be Out of Order and shall be denied all privileges to address the body or move any motion while that item of the agenda under consideration remains before the body. That member shall be accorded the right to vote on motions under consideration.
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17. Quorum

- a. The Chair may declare a session open and permit debate when at least one quarter of the members are present. The presence of a majority shall be required for any substantive decision to be taken. A quorum shall be assumed present unless specifically challenged and shown to be absent.

18. Roll Call

- a. The roll call is used to ascertain which delegates are present and their voting status in the committee. When their nation is called by the speaker, delegates are required to raise their placards and declare their voting status as either "present" or "present and voting".
- b. Delegates who declare "present and voting" will not be able to abstain from substantive voting (draft resolutions and amendments). Those who declared "present" can, on the other hand, abstain from substantive voting.
- c. There will be no abstentions or vetoes entertained for procedural voting (motions and other procedures), and only a simple majority is needed for a motion to pass.
- d. Observers can only say "present".

19. Opening Speeches

- a. Opening speeches are speeches which explain a country's stance on a topic, chairs will entertain opening speeches on the first day of the conference.
- b. All delegates are expected to write one opening speech which includes their stance on all topics being debated.
- c. Delegates can motion to alter the time allotted for each speech. If no time per speaker is specified, then the default time is set to 60 seconds.
- d. Delegates will be called for opening speeches in alphabetical order.

20. Unmoderated Caucus

- a. Following opening speeches chairs may then open unmoderated caucus for an allotted period of time
 - i. Unmoderated caucus is an informal debate session in which delegates can move around freely as well as engage in direct conversations with other delegates.
 - ii. During the unmoderated caucus, delegates may form blocs with other delegates who hold similar views, lobby other delegates, and work on their working papers and draft resolutions. Delegates may also use first person singular pronouns during this session.
 - iii. Members who wish to call for caucus may motion for an unmoderated caucus when there are no other delegates on the floor.
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21. Motions

- a. Motions are proposals for advancing the committee forward. Delegates can propose motions during the committee session, however, it is up to the chairs discretion to entertain them. In Committee, the Chair may require at any time that all motions, with the exceptions of Point of Order and Points of Personal Privilege, be submitted in writing before they are recognized. Motions require a simple majority to pass. This section will cover the different types of motions.
 - b. Moderated Caucus
 - i. The moderated caucus is a formal debate on a specific topic proposed by delegates. The delegate proposing the motion must concisely explain the topic, set the time limit for the entire caucus, and the time limit per speaker. The chair would then add the caucus to the voting list.
 - ii. Once a moderated caucus has passed, the chairperson will ask the delegate who proposed the motion whether they wish to speak first or last. Then, other delegates wishing to speak in this caucus must raise their placards until recognized by the chairs.
 - iii. There is no yielding in a moderated caucus. Once a delegate has finished their speech, the chair will immediately invite the next delegate up to the podium.
 - c. Unmoderated Caucus
 - i. As explained above, the unmoderated caucus is an informal debate session in which delegates can move around freely as well as engage in direct conversations with other delegates. Delegates who motion for an unmoderated caucus must state the session's time limit.
 - ii. During the unmoderated caucus, delegates may form blocs with other delegates who hold similar views, lobby other delegates, work on their working papers and draft resolutions. Delegates may also use first person singular pronouns during this session.
 - d. Motion to divide the question
 - i. A motion to split a topic into distinct segments of debate E.g: An amendment calling for lower criminal penalties and increased enforcement may be divided into two amendments, each of which calls for one of these proposals.
 - e. Tabling for Incompetence
 - i. If a delegate believes that a Resolution being presently debated is incoherent, or in some other way quite inappropriate for debate, that delegate may raise a motion entitled "Tabling for Incompetence". A delegate should be cautious before taking this step, as the inference is that the Co-Submitters have been incompetent in drafting the Resolution, a serious allegation to make on other delegates. Once
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such a motion has been made to the Chair, the motion is debatable to the extent of one speaker "For" and one speaker "Against".

- ii. The motion requires a supermajority of delegates present and voting to pass

22. Withdrawal of Motions

- a. A motion may be withdrawn by its Sponsor at any time before voting on the motion has commenced, provided that it has not been amended by the body. A motion thus withdrawn may be re-introduced by any member.
- b. If a motion has more than one Sponsor, all must agree on the decision to withdraw. Those nations who have signed a substantive motion but who are not considered Sponsors have no voice in a decision to withdraw the motion

23. Point System

- i. Unlike the motion system, which is utilized for the committee's collective progress, the point system is used when a delegate wishes to address an issue.
 - ii. When the chair opens the floor to points and motions, all points can be raised. However, points of order and personal privilege can also be raised whilst another delegate is speaking.
 - iii. 6 Types of Points:
 1. Point of Order: Used when a delegate believes that a delegate or chair's behavior is seriously incorrect and detrimental to the committee and wishes to correct them. To raise a point of order the delegate must raise their placard and state "point of order", followed by stating the wrongful conduct of the chair. If the chair recognizes their conduct as improper, the chair will state "the chair remains corrected" and then proceed to amend their conduct.
 2. Point of Personal Privilege: Used to address personal discomfort of the delegate, such as regarding the room temperature or use of the lavatory. Delegates are urged to communicate points of personal privilege in note form to the delegate without disrupting the committee. However, if the issue is an emergency or interferes with the delegate's ability to participate in the committee session (e.g., audio difficulties), the delegate may raise their placard and announce "point of personal privilege," followed by stating their difficulty.
 3. Point of Information: To ask the chair or other delegates questions concerning the committee's topic, working papers, and draft resolutions. This point may only be raised when the chair opens the floor to points and motions. As verbal
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communication between delegates is not permitted except during an unmoderated caucus, delegates must ask and answer "through the chairs".

- a. For example,
 - a. *Chair: The floor is now open to points of information. Are there any on the floor at this time. Delegate a, you have been recognised.*
 - b. *Delegate a : May the chair please ask Delegate b*
 - c. *Delegate b : May the chair please thank Delegate a for their question and respond that.....*
 - b. Delegates can also ask to follow up points of information: A Follow-Up Question is designed to elicit further information on the same point. It should not be a completely different question. One tactic is for a delegate to ask a Leading Question, requiring a brief answer, and then request a Follow-Up to seek expansion on the answer just provided. It is up to the discretion of the Chair as to whether a Follow-Up Question is granted. A skillful Chair will likely grant a Follow-Up ifs/he believes that the dialogue will lead to greater understanding of the issue.
 - c. If the questioner believes that the question has not been answered adequately, the questioner may appeal to the Chair by asking: "I believe the delegate has not answered my question." A Chair will then determine whether the question has indeed been answered or not, and will request the speaker to answer again if the Chair was dissatisfied with the original answer.
 - d. A Leading Question is one form of a Point of Information. Leading Questions are encouraged if they enhance the discussion under debate, a judgment that resides with the Chair.
4. Point of Parliamentary Inquiry: Used when a delegate wants to ask the chair a question regarding the rules of procedure.
 5. Point of Clarification: Points of Clarification are questions from delegates seeking clearer explanation of the meaning of words or phrases in the Operative Clauses. POC's are asked following the main submitters speech. Points of Clarification are akin to seeking dictionary definitions, and are not to be confused with Points of Information (which seek further information about a delegate's viewpoints or information pertaining to the Resolution).
 6. Motions to Extend: Delegates may make Motions such as: (1) "This delegate would like to Motion to Extend Points of Information," and (2) "This delegate rises to a Motion to Extend the Speaker's List." These Motions are made after either Points of Information or the Speaker's List has been exhausted but
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further questions and information are needed. There is no vote on this Motion. The Motion is decided at the discretion of the Chair and not subject to appeal.

iv. Right to Reply

1. All requests for "Right to Reply" will be dealt with in the following manner:
 - a. Any delegate whose personal or national integrity has been insulted should immediately stand as soon as the offensive statement has been made.
 - b. The delegate should not speak.
 - c. Upon completion of the speech in which the perceived insult occurred, the chairs will then ask the delegate to what point do they rise.
 - d. To which the delegate must request the right to reply with reasoning. The delegate may ask the speaker for the right to reply to defend their nation if the delegate's nation's name is mentioned directly in the speech.
 - e. Right to reply is limited to 30 seconds.
2. Indirect mentions do not invoke the right to reply.
3. The delegate who attacked another nation cannot answer the right to reply speech.
4. The right of reply is also stringent on the chair's discretion. Appeals to the chair's decision will not be entertained in the case of a right to reply.

24. Speeches and Time Limits

- a. No representative may address the General Assembly without having previously obtained the permission of the Chair. The Chair may call a speaker to order if his or her remarks are not relevant to the subject under discussion.
- b. Speeches in the Committee session are set at one minute, however Speech time limits should be adhered to strictly by the Chair. Should a speaker exceed the time allotted, the Chair shall call the speaker to order without delay.
- c. However, delegates may motion to alter the speech time for their opening speech. This would require a simple majority vote to pass.

25. Resolutions

- a. Delegates may propose Resolutions for Committee consideration in any of the designated topic areas. Authors of a Resolution shall be called its Co-subcommittees. The names of the Co-Subcommittees of a Resolution shall appear in the heading of the printed Resolution; as do Sponsors and Co-Sponsors. To reach the floor, Resolutions must be typed in the correct form as seen in the example below. Questions pertaining to financial issues should not appear in Resolutions, or be raised in Points of Information.
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Resolution Formatting Example:

COMMITTEE NAME: Name of the committee

TOPIC: Main subject being discussed in the committee

RESOLUTION NUMBER: (1.1) Resolutions are numbered based on the order they are submitted to the chairs. The first will be 1.1, second will be 1.2, and so on.

AUTHORS: Requires 2 authors for the resolutions to be debated, no more and no less.

SIGNATORIES: Requires signatories of $\frac{1}{3}$ of the committee or more for the resolutions to be debated

PREAMBLE: The preamble should be a one or two sentence statement of purpose- it should briefly state what the resolution states to accomplish and how it would do so.

OPERATIVE CLAUSES: This section of a resolution enumerates the specific actions that the document will mandate. Content clauses should be positive and not normative in nature: that is, they should accomplish something definitive (i.e. allocations, authorisations, etc.). Normative language should be kept in the preamble. Sub clauses to the third degree are not allowed

26. Procedure for Debating Resolutions in Committee

- a. During the lobbying/caucusing session, a Resolution must obtain at least signatories of at least $\frac{1}{3}$ of the committees before it can be forwarded to the Faculty Vetting Committee and 2 authors
- b. Once a Resolution has been vetted, the Chair shall then hold a vote to determine which resolution is debated first, the resolution with the majority of votes will be debated first.
- c. When debate on the Resolution opens, the Chair will allot a 5 minute reading time for all delegates to read the proposed resolution. Once the allotted reading time has concluded the chairs will invite the two main submitters to make a 4 minute main submitter speech then to answer Points of Clarification from other delegates, upon completion of all points, the chairs must then ask if they are open to any points of information. If they are then the chairs will move into the procedure for point of information.

27. Means of Determining Speakers

- a. In Committee and the General Assembly, speakers will be determined by placard-recognition from the Chair. After the main submitter speech has concluded, the
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delegate will respond to Points of Clarifications and then respond to Points of Information.

- b. The delegate then has the right to Yield the Floor to another delegate or back to the Chair.
- c. The Chair will call for a show of placards from those delegates who wish to speak "Against" the Resolution, and will select a speaker.
- d. Following the "Against" speech, the Chair will call for those who wish to speak "To" the resolution, and after that speech, the Chair will again call for "For" speakers.
- e. The Chair will follow the "For, Against, To" sequence until completion of debate. "To" speakers are those who wish to remain neutral regarding the Operative Clauses of the Resolution under debate, but who nevertheless wish to express their country's point of view on the general issue.
- f. "To" speakers must be careful to make no direct reference to any Operative Clause, and should they err and make reference, they may be challenged by another delegate, or by the Chair, by means of a Point of Order.

28. Amendments

- a. After the draft resolution presentation has ended and all points of information have been addressed, the chair will open the floor to motions to amend the presented resolution. Delegates motioning for an amendment must specify which parts of the resolution, usually a clause or subclause, they wish to modify, and what changes they would like to see. Then, the speaker will ask the sponsors of the presented draft resolution to determine whether the proposed amendment is a friendly or unfriendly amendment.
- b. Friendly and Unfriendly Amendments
 - i. If the main submitters conclude that the amendment is friendly, changes to the resolution can be implemented immediately and without debate.
 - ii. If the main submitters conclude that the amendment is unfriendly, the chairs will invite speakers in support and opposition to the amendment. Each speaker will have 60 seconds to deliver their remarks on the amendment. Following the conclusion of the debate period, the committee will vote on whether the amendment passes or fails. To enact an unfriendly amendment, a supermajority of two-thirds of the total number of delegates in the committee is needed.

29. Yields

- a. In committee, any delegate who has been granted the right to speak on a substantive issue may yield that right to any other delegate.
 - b. There cannot be more than one consecutive yield (i.e. if one delegate has yielded to another delegate, the second delegate may not yield to another delegate). For example, a delegate giving a two minute speech may yield one minute of that speech to another
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delegate. The procedure is that delegate 'A' informs the Chair prior to beginning his /her speech that she will yield the floor after one minute to delegate 'B*.

- c. Delegate 'B' will be at the podium, waiting to speak, in order to save time. Therefore, delegates 'A' and 'B' will speak for a combined total of two minutes.

30. Closure of Debate

- a. A motion to close debate is in order only when the Committee has heard at least two speakers For and two Against a resolution.
- b. Motions for Closure of Debate requires votes of 2/3 of the members present and voting.

31. Voting

- a. Each member nation shall have one vote. "Members present and voting" shall be defined as those members casting an affirmative or negative vote
- b. A super majority is needed to pass Resolutions in Committees. Members who abstain from voting shall not be considered in reckoning the totals needed to determine the results of the vote.
- c. Procedural matters and amendments shall be determined by a placard vote.

32. Post-vote Motions

- a. Motion to divide the house: This is a motion to revote with no abstentions allowed. It can only be entertained if the number of abstentions is enough to change the voting result. The chairs can use discretion to entertain this motion or entertain its proposal from the delegates, who will then vote to determine whether the house will be divided.
 - b. Motion to reconsider: This is a motion to revote which can only be proposed by delegates who voted against a draft resolution. This motion's success depends on the chair's discretion.
 - c. Motion to divide the question: a delegate may motion that operative clauses of the proposal be voted upon individually or grouped in any manner. If an objection is made to the request for division, the Motion for Division shall be voted on. It is debated by one speaker For and one speaker Against. Division requires a simple majority of the members present and voting. If the Motion passes, those parts of the substantive proposals which are subsequently passed shall be put to a vote as a whole.
 - d. Explanation of the vote: This is a very serious maneuver that requires careful thought. Should a Delegate feel that another Delegate has seriously misrepresented their foreign policy, they may ask the Chair for an Explanation of Vote. This is formally begun in this fashion: Immediately after the vote, there must be a verbal the intent, followed directly by a note to them. Should the Chair or the Secretary General deem the request reasonable,
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they may ask the particular Delegate if they wish to reconsider or change their vote. This decision by the Chair or Secretary General is not subject to Appeal.

33. Suspend Debate

- a. Motions to suspend the debate are used for breaks in between committee sessions. This motion requires a simple majority to pass.

34. Adjourn Meeting

- a. The motion to adjourn the meeting is used to end the committee following the announcement of the voting results. This would mean the committee has completed the agenda, and delegates will not be returning for further deliberation.
 - b. Motions to adjourn the committee are out of order prior to the lapse of ½ the time allotted for the last meeting of the body.
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