



## THE RULES OF PROCEDURES FOR ONLINE MODEL UNITED NATIONS “NEW SILK WAY - 2020”.

**Attention!** Given rules, which will be used by delegates, are spread only for Online Model UN as actions taken by delegates online and offline Model UN have their own distinctive features.

It contains:

- I. **General terms and conditions of online Model UN;**
- II. **Basic concepts of Model UN;**
- III. **Basic procedures of Model UN:**
  - a) **Permanent procedures;**
  - b) **Intrasessional procedures;**
- IV. **Additional procedures.**

### I. **General terms and conditions of online Model UN:**

- Every delegate has to respect every participant of Model UN, and also comply with speech and behavioral norms during communication and negotiation with every participant of the Model;
- Before online Model UN begins every delegate has to set up his/her own nickname which will be displayed on the online platform, for future identification of the delegate by chairmen and other delegates.
- Despite the remote conduction of Model UN, delegates have to have official dressing ( full dressing set which matches official style is welcomed. In case of absence of the opportunity complying with official dressing, delegate has to talk to chairmen and find equivalent option of the dressing);
- Every delegate has to turn on the web camera during the speech and also by chairmen’s request;
- In case of any technical problems ( issues with the device, with the internet connection or any other), delegate urgently should reach the chairmen by any available and alternative type of communication; the decision of future participation of the delegate will be taken by chairmen immediately!

### II. **Basic concepts of Model UN**

1. **Committee** – subdivision in the United Nations Organization, where negotiation between delegates is held according to the topic set for committee.
2. **Agenda** – the problematic topic, which requires solution by the committee; due to the creation of the current problem, the committee with the delegates, which present certain countries-participants, assembles.
3. **Session** – the period of work of the committee on posed problematic issue (the minimal number of sessions in one Model is 3).
4. **Break** – the period of time for taking rest from solving posed problematic issue (during the break time delegates have the right to have a dialogue and make a conversation with each other in diplomatic manner).
5. **Secretary General** – is the chief chairman of Model UN, representative of the current Model UN (on the level of UN: is the representative and the chief chairman of the United Nations Organization).
6. **Chair** – is the head of the certain committee, who has exceptional rights in the committee.
7. **Co-Chair** – is the colleague-assistant of the chair, who also has exceptional rights in the committee.
8. **Delegate** – is the representative of the certain country in the committee, who is performing and listening member of the committee (**Attention!** During the whole performance in the committee and in the UN, every delegate has to represent his/her countries’ position only; any subjective opinions based on personal motives of the delegate are impermissible!).





9. **Placard** – is the representational card, which every delegate has; this card identifies every delegate, and also serves as the item raised for motions and points (see the “*Procedures*” section; **Attention!** On the online Model UN, delegates’ placard is substituted with the nickname on the online platform, on which Model UN is held).
10. **Draft Resolution** – is the draft version of the document which is accepted by the committee to make a prosperous and cooperative solution to the problem on the agenda of the committee (it is possible, even welcomed, to write several resolution papers by different groups/ “coalitions” formed by delegates in the committee);
11. **Resolution Paper** – final document, which is accepted by the committee to make a prosperous and cooperative solution to the problem on the agenda of the committee. As all resolution papers will be presented by formed “coalitions”, the committee makes a final decision and chooses the main resolution paper which puts a dot on the work of the committee on the given issue. And of course it acts as the result of the sessions in the Model UN.
12. **Diplomatic Letter** – works as a message-letter, which is sent by one delegate to the other for confidential communication between delegates and to prevent interruptions during the session.
13. **Quorum** – needed number of delegates, out of total presented in the beginning of the session, to start the next session or the conference generally. **Attention!** Quorum is kept if more than 50% of the total number of the delegates are present in the committee (in the general channel of the online platform), otherwise session/conference could not be started.

### III. Procedures.

- **Permanent procedure**

1. **Motion** – the procedure which serves as a main “moving force” for the committee in the process of finding a solution to the problematic issue on the agenda, at the same time through this procedure beginning of the sessions, breaks, moderated and unmoderated caucuses (see the “*Intrasessional procedures*” section), unmoderated caucus for writing and presenting resolution paper and etc. are realizing. The motion can be raised by any delegate as it was asked by chairmen (“Are there any motions on the floor?”). As all possible motions have been raised by delegates, chairmen make a note of them and then the voting process starts (“Voting”, see in the following paragraph). Motion with the biggest number of “in favor” passes and committees’ future discussions revolve on this motion.

#### What needs to do?

As chairmen ask to raise a motion (“Are there any motions on the floor?”), you need to write a motion that you would like to raise in the special chat for *motions* (“*motions*” chat and its usage will be shown on the briefing of online Model UN by trainers) in the specific structure (“*motion*”: *the type and the topic of the motion*; more detailed information about types of motions will be shown below). After that motion will be added to the voting process by chairmen. **Attention!** It is important to raise the motion advisedly as it really affects on the committees’ future activities.

**Point** – the procedure which, in most cases, is intended for delegates’ personal requests. Points can be asked any time on the sessions, except from cases where interruptions of the delegates or any other procedure in the committee are taking place.

**There are 4 main points:**

- **Point of personal privilege:** this point can be used by delegates to leave the room for a while due to personal reasons (for ex., necessity for WC and etc.).
- **Point of inquiry:** this point can be used to question the chairmen about the current situation in the committee and what procedure is taking place in the current time (this point might be used by a delegate due to being temporarily absent in the session and having issues with understanding what kind of procedure is taking place in the committee; in this case chairmen have to inform the delegate about the whole process taking place and answer the question).
- **Point of order:** this point can be used to express dissatisfaction from other delegates’ behavior or chairmen activity. If this point was asked by a delegate, the chairmen take appropriate actions to fix





existing issue and to create prosperous atmosphere in the committee. Also, this point can be rejected as well as accepted by the chairmen (*point of order* can also be directed to the chairmen activity, however delegate should be confident about his/her claims against chairmen).

- **Point of information:** this point can be used if the delegate has the question regarding other delegate who had a speech on the certain topic. Question can be asked after speaker will finish his/her speech, by no means speaker should not be interrupted during the speech (*point of information* can be accepted as well as rejected by the delegation which was asked about this point). **Attention!** As our Model UN going to be on the online platform, and the number of participants is limited, every delegate should be asked for *the point of information* by other delegations at least once during the whole conference!

- **Right of Following up:** this point is used as a sub-point of *the point of information*, and can be used by the delegate who has asked a question and was not satisfied with answer given by answering delegation (in other words, the delegate who asked a question has the opportunity to ask other question). To use this point, asking delegate should rely on chairmen by asking them whether this point can be used or not. Respectively, chairmen decides whether to accept or reject the request! **Attention!** As this Model takes place on the online platform, and has more limited conditions, *right of following up* can be used only once per one *point of information*, what means that this right will be available in the next point of information requested!

- **Right of Clarification:** this point is used as a sub-point of *the point of information* which can be used in case if the delegation which was asked a question did not clearly understand the question. To use this point, the delegation which was asked a question should rely on chairmen by asking them whether this point can be used or not. Respectively, as point will be accepted by chairmen, the delegate who has asked a question should reformulate a question and make it clearer for understanding!

- **Right of Reply:** this point is used as a sub-point of *the point of information* by the delegate whose delegation was mentioned in the speech of the speaking delegate. Respectively, the delegate who used *right of reply* can ask any question the speaker delegate the same as expressing support to the words of the speaker delegate said regarding the delegation which have been using *the right of reply*.

### What needs to do?

As speaking delegate or chairmen finishes a speech, in any time of the session, it is necessary to write any existing *point* in the following structure: “Point of personal privilege/other type of the point: main body of the point”. For example: “Point of personal privilege: May the delegation of Madagascar use the bathroom?”.

**Voting** – the procedure which realizes the motion raised by delegate. Voting process takes place for every motion raised as chairmen have requested any motion. During this procedure, chairmen ask delegates whether they “in favor” or “against” the raised motion.

There are two outcomes in the voting procedure:

- «**By the simple majority**»: this outcome is expected in case if more than 50% of the delegates voted “in favor” or “against” the raised motion.
- «**50/50**»: this outcome is expected in case if half of the delegates voted “in favor” and other half “against” the motion. Respectively in this situation final decision is made by chairmen (after repeating the voting process again).

### What needs to do?

As chairmen announce the starting of *voting procedure* for raised motions, you need to put a “thumb up” under the motion you support. That motion which collects more numbers of “thumb up” passes. **Attention!** Every delegate has only one right of vote! **Attention!** As chairmen announced the *voting procedure* closed, delegates have no right to vote for any motion!

- **Intrasessional procedures**





This sub-point takes into account those procedures which motions are raised for by delegates!

1. Roll call - a procedure which is initiated by the chairperson at the beginning of the conference, at the beginning of each session. This procedure is designed to count all delegates present at the session in order to comply with the Quorum (see point "Basic UN Model" application). Each delegate must indicate his or her own position, once his or her delegation has been declared by the chairperson in the very first Roll call procedure. There are two types of positions: present (present; if this position is chosen, the delegate has the right to participate in all committee procedures except Voting/Voting)/present and voting (present and voting; if this position is chosen, the delegate has the right to participate in absolutely all committee procedures without exception). **Attention**, as the Model is conducted on the online platform and the number of participating delegates is limited, it is necessary that all delegates designate their own position as "Present and voting/Present and Voting"! During the rest of the Roll call it is not necessary to indicate your own position, you just need to indicate your own presence.

#### What needs to do?

At the time of an announcement by the chairperson of a delegation, at the first Re-Call, the delegate should write the phrase "Present and Voting" in the committee's general chat. During other roll-calls (before the rest of the sessions start), a delegate must send a "+" sign to a committee general chat if they are present in the committee's general voice channel and have been declared chair (The next session will start only if the Quorum is respected!).

1. **General Speakers List/GSL** - procedure for which a movement is being proposed by delegates ("Movement: the Delegation of Madagascar wishes to raise the movement to the beginning of the general speaking list with a 90-second time limit for each delegate"; **Attention**, this movement must be raised first in the committee! The Movement must indicate the time limit within which one delegate will speak, the maximum time limit being 90 seconds). This procedure gives rise to a set of interventions by delegates, during which delegates must present their country's position on the agenda (country positions must be expressed by delegates using their own, pre-prepared country position papers). This procedure does not oblige all delegates to speak, so before the start of the main list of speakers, the presidency is asked which delegation wishes to be added to this list and, accordingly, to make a presentation of a country's position, and the delegate who has raised this motion to start the main list of speakers is asked whether he wishes to start the list first or not. **Attention**, the main list of speakers is subject to the "Allocation of time" rule: if a delegate still has time left which is not used as time for presenting his or her own speech (if the delegate has completed his or her own speech earlier than the due time), the delegate has two options: 1) Transfer the rest of the time to the next speaker (the next delegate will have more time to speak); 2) Transfer the rest of the time to the presidency, in which case the remaining time will simply be moved to the general reserve of committee time that they have for their own activities.

#### What need to do?

Initially it is necessary to raise the movement for this procedure. When adding delegates to this main speaker list, a "+" if you wish to speak and a "-" if you do not! A delegate is then entitled to speak for himself or herself within the allotted time (A delegate is entitled to speak after the country has been declared president by the delegate).

1. **Moderated debate/Moderated Caucus** - procedure to be followed by a movement on the part of the delegates ("Movement: the Delegation of Madagascar wishes to move towards the





opening of a moderated debate on the theme "Opportunities for potential economic equality", with a time limit of 30 seconds for each delegate to take the floor"; In the Movement, it is mandatory to indicate the time limit within which one delegate will speak, the maximum time limit being 30 seconds; in addition, in the Movement, it is mandatory to indicate the sub-theme to be addressed by each delegate.) This procedure is thus similar to the "Core list of speakers" procedure, but it deals with a topic slightly distracted from the main agenda, thus enabling delegates to consider the issue raised "from different angles" and to consider different aspects in a more in-depth format. Attention: It is very important that the subtopic be clearly and concisely marked, and that the subtopic be only one of the "branches" of the substantive theme, and that the subtopic should not in any way deviate from the substantive agenda! Attention, as the maximum time limit for one delegate to speak is 30 seconds, with a maximum of 25 delegates within the committee (in connection with the online Model), the maximum time available for moderated debates is 13 minutes!

### What needs to do?

Initially it is necessary to raise the movement for this procedure. When adding delegates to the list of speakers for a moderated debate, a "+" if you wish to speak and a "-" if you do not! A delegate is then entitled to speak for himself or herself within the allotted time (A delegate is entitled to speak after the country has been declared president by the delegate).

1. **Non-moderated debates** ("Movement: the Delegation of Madagascar wishes to move towards the beginning of a non-moderated debate with a time limit of 15 minutes"; the Movement necessarily indicates the time limit within which the debates to be moderated will take place.) Thus, this procedure differs from that of the "Core list of speakers" and "Moderated debates" in that it takes place without the Chair, with the Chair merely observing the delegates and the time limits for the moderated debates. This procedure allows delegates to debate in an informal setting while respecting all rules of diplomacy, with the delegate having the right to choose his or her interlocutor. The moderated debates lay the groundwork for "group coalitions/friendships" of countries within which they will then work to write resolutions (Attention! Coalitions are created by the delegates themselves, selected and grouped according to the similarity of the policies of the countries they represent in relation to the issue on the agenda). There are several types of non-moderated debates:

- a) **Main moderated debates:** The moderated debates lay the groundwork for "group coalitions/friendships" of countries within which they would then work on writing resolutions; informal negotiations among delegates take place;
- b) **Unmoderated Caucus for Building Blocks:** For a detailed description, see Additional Procedures.
- c) **Unmoderated debates for writing the Draft Resolution Paper:** During the unmoderated debates for writing the Draft Resolution Paper, the corresponding document (see Basic UN Model Notions) is written (see Basic UN Model Notions) in coalitions formed from countries (This document must be written in online document editors, so that each coalition member and chair can enter the document, make their own adjustments, and observe what is happening). Example of an online document editor: Word Online);
- d) **Unmoderated debates for writing the main resolution document/Unmoderated caucus for writing the Resolution Paper:** During the unmoderated debates for writing the main resolution document, the relevant document (see Basic UN Model Notions) is written in coalitions formed by countries (This document must be written in the online document editors, so that each coalition member and chairperson can enter the document, make their own corrections, and observe what is happening in the document; e.g. in the online document editors. Example of an online document editor: Word Online);





### What need to do?

Initially it is necessary to raise the movement for this procedure. Once this procedure has begun, discussions must begin on what delegates wish to see within their own formed groups (delegates will be given time to subdivide into groups and form coalitions of countries; see "Additional procedures"). Delegates' discussions and deliberations will no longer take place in the main Committee voice channel.

**Attention**, in this case delegates are given the opportunity to choose one of two options:

1) Delegates can stay on the server (site) where the UN Model is being run by switching to a special subchannel that will be created in advance on the platform and offered to our delegates to start private discussions within the coalition (the subchannel will have a limited number of "seats", so only delegates participating in a particular coalition will be able to connect to that channel; other delegates will not be able to disturb the work of an established coalition);

2) Delegates who are part of a particular coalition may switch to any other desired platform (example: ZOOM) for intra-coalitions discussions. Attention! An important condition is that when using these conditions, the coalition must send an electronic link to the online conference of the coalition to the chair so that the chair can continue to observe the coalitions!

Attention! When the time allocated for non-moderated debates has expired, absolutely all delegates must return to the main voice channel of the committee (back to the platform on which the Model is being run)!

1. **Submission of the Resolution Paper** - procedure for which a movement is put forward by delegates ("Movement: the Delegation of Madagascar wishes to encourage a movement to start submitting resolutions by delegates"). During this procedure, the delegates present, one by one, the main resolutions prepared by the coalitions/groups of countries, i.e. each group of countries must identify the delegates who will present the main resolution of the coalition, expressing the position of that group of countries (the number of delegates who will represent their own coalitions is determined by the chair);

### What needs to do?

Initially it is necessary to raise the movement for this procedure. Next, the nominated delegates, who will represent the position of a particular coalition, once the chairperson has announced the beginning of their speech, should switch on their own microphones and read out in a structured manner the main resolution drawn up by the coalition. Once all the key resolutions have been presented by the delegates, the voting process begins for selecting one key coalition resolution as the final resolution put forward by the committee to decide on the agenda. Once the final core resolution has been adopted by the committee, the last session of the committee in this UN Model can be successfully concluded!

## I. Additional procedures

1. Unmoderated debates for building coalitions/Unmoderated Caucus for Building Blocks is a procedure for which a movement is put forward by the delegates ("Movement: the Delegation of Madagascar wishes to raise the movement for the launching of the unmoderated debates for building coalitions with a time limit of 7 minutes"); Attention, this procedure shall not exceed 7~10 minutes. The procedure involves the distribution of delegates into groups of coalitions, within which they will continue to discuss the agenda and write the main resolution together with the other coalition delegates;





### What needs to do?

Initially, the movement for this procedure needs to be raised. Once this procedure begins, delegates need to be diplomatically active, if they wish to become a founding organizer of the coalition, or to be part of a coalition formed by another delegation based on the similarities between the policies and views of the countries represented by the delegates with respect to the agenda items and the agenda as a whole! Once a coalition has been formed, delegates need to switch to one of the sub-channels prepared earlier, or move to any other desired platform (see "What to do?" under "Unmoderated debates/Unmoderated Caucus").

2 Sending a Diplomatic Letter is the procedure required to send a diplomatic letter from one delegate to another delegate;

### What needs to do?

It is necessary to send the desired message to the necessary delegate using the "Personal Message" function on the platform where the Model will be running or any other platform.

