



1ST TORONTO MODEL UNITED NATIONS

RULES OF PROCEEDURE GUIDE

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General Rules

Scope

These Rules of Procedure will apply to all General Assemblies and ECOSOC committees, unless indicated otherwise. This includes both in-person as well as online committees.

Language

English will serve as the official language of TMUN 2023, and all conference materials will be written in English. Unless granted permission by the dias, all resolution papers and directives must be written in English.

Electronics Policy

Electronic devices will only be permitted in General Assembly and ECOSOC committees, as well as all virtual committees. The use of electronic devices during Crisis committees is strictly prohibited, with the exception of use for communication or emergency purposes (e.g. communicating with other members of your delegation not present in your committee). Electronic use may also be allowed by the dias at their discretion.

Delegate Conduct

All delegates are expected to remain professional and respectful throughout the conference. TMUN 2023 has a zero-tolerance policy for rude or disruptive behavior, and the Secretariat Team reserves the right to send any delegate back to their hotel room if they break this rule.

Credentials

All delegates are expected to carry their delegate name tag at all points during the conference. Name tags will be picked up at check-in. The Secretariat/Dias may request that delegates provide their name tags during the conference in order to ensure the security of the event.

Power of the Dais

The Dais is composed of the Committee Director, Chair and Crisis Staff. The Dais is responsible for directing the debate and ensuring that the committee adheres to the Rules of Procedure. The Dais will decide the speaking order, and has the authority to rule motions dilatory, therefore dismissing them.

Power of the Secretariat

The Secretariat is the organizing committee of TMUN 2023, and they have the final say in all decisions made during the conference.

Flow of Debate

Roll Call

Roll call will occur at the beginning of every committee session in alphabetical order. Delegates will be marked as either Present, Present and Voting, or Absent. Delegates who are Present have to vote on all procedural motions, but are able to abstain on the passing of resolutions/directives. Delegates who are Present and Voting must vote on all procedural motions as well as on the passing of resolutions/directives. The chaperone/head delegate/emergency contact of a delegate marked absent will be contacted for safety purposes, if the Dias/Secretariat Team was not made aware of the absence beforehand.

After Roll Call, the Dais will calculate the number of delegates needed for a majority (50% of all present delegates) and the number of delegates needed for a two-thirds majority (66% of all present delegates). This number will be recalculated at every Roll Call.

Primary Speakers List

During the Primary Speakers List, delegates will be able to give speeches on which topic they want to see debated first. After a certain number of speeches dictated by the dias, the committee will then vote on the setting of the agenda.

Setting the Agenda

During this time, delegates will be able to motion for which topic they would like to see presented first. The first motion with a simple majority will pass, and the committee will then allow motions to open the Secondary Speakers List.

Secondary Speakers List

During the Secondary Speakers List, delegates will be able to discuss the topic set in the agenda. Delegates who were not able to give a speech in the Primary Speakers List will have the opportunity to provide their input on the topic. After a set number of speeches dictated by the dias, the Secondary Speakers List will be exhausted, and the floor will become open to motions.

Moderated Caucus

Delegates may motion for a Moderated Caucus to discuss the topic at hand in greater detail. Motions for a Moderated Caucus are allowed at any time when the floor is open to new motions after the Secondary Speakers List is exhausted, up until debate is closed. In order to motion for a Moderated Caucus, delegates must specify the topic of the Moderated Caucus, the length of the Moderated Caucus, and the length of the individual speeches within the Moderated Caucus.

For example, a delegate in a UNICEF Committee with the topic set to “The Crisis in Yemen” could set the topic to “Solving hunger in Yemen” with a speaking time of 10 minutes, and an individual speech length of one minute per delegate.

Unmoderated Caucus

During an Unmoderated Caucus, delegates will be able to move freely and discuss the topic with other delegates. A delegate may motion for an Unmoderated Caucus at any point after the first Moderated Caucus has been exhausted. The length of an Unmoderated Caucus is limited to 20 minutes, but this may be changed at the discretion of the dais. Unmoderated Caucuses will always be voted on before Moderated Caucuses.

Draft Resolution Voting

Introduction of Draft Resolutions - GA/ECOSOC ONLY

After a bloc (group of delegates) has written out a resolution which has received the required number of signatories (30% of all present delegates, rounded up), a sponsor of the resolution may motion to introduce the resolution to the committee.

Amendments to Draft Resolutions - GA/ECOSOC ONLY

After a Draft Resolution has been successfully introduced to the committee, delegates will be able to motion for amendments to the resolution. Amendments represent a change to the resolution, whether that be adding, editing, or deleting a clause, and can be either friendly or unfriendly.

Friendly Amendments are amendments which are supported by all resolution sponsors, and are passed after all of the resolution's sponsors confirm that they are in support of the amendment.

Unfriendly Amendments are amendments which are opposed by one or more of the resolution's sponsors. These amendments will be presented to the committee, and then voted on by the entire committee. Unfriendly amendments will be passed if a simple majority (>50%) of the committee votes in favor of them.

Strawpoll

A delegate may motion for a strawpoll at any point after the Secondary Speakers List is exhausted. During a strawpoll, delegates will be able to conduct an informal vote on a topic. This vote will have no effect on the committee, except for allowing all delegates to view the general committee opinion on the topic. A strawpoll may have up to four different options, not including the option to abstain from voting.

e.g. The delegate of Brazil motions for a strawpoll on which countries support investing in more renewable energy. 17 delegates vote in support of more investment, 12 delegates vote against investing in more renewable energy, and 7 delegates abstain from voting.

Rules Regarding Yields

Yields

After a delegate has finished speaking in a Moderated Caucus without having exhausted their speaking time, they will be able to yield their remaining speaking time.

Yielding to the Chair

If speaking time is yielded to the chair, the time will be unused, and the next delegate will be called on to speak.

Yielding to Other Delegates

Delegates will be able to yield their time to other delegates, therefore allowing them to speak for the rest of the allotted time. This yield must be accepted by the delegate receiving the yield. Typically, this yield is used when asking questions to other delegates, or when allowing other delegates to provide more detail on a specific topic.

e.g. During an Unmoderated Caucus with one minute of speaking time per delegate, the delegate of Canada speaks for 30 seconds and then yields the remaining 30 seconds to the delegate of the United States. The delegate of the United States accepts, and speaks for the remaining 30 seconds.

Yielding to Questions

After yielding to questions, other delegates will be able to raise their placards and ask questions to the delegate who yielded to questions. The delegate will then be able to choose questions to answer. When yielding to questions, the delegate's speaking time will not be paused at any point.

Not Yielding

If a delegate has exhausted their speaking time completely, there is no need to yield their time to the chair, and they may not yield their time to other delegates or to questions.

Rules Regarding Voting

Procedural Voting

Voting on all matters not related to the passing of draft resolutions/amendments is considered Procedural Voting. This includes motions to introduce draft resolutions and amendments. All members of the committee must vote on procedural motions, and no abstentions will be permitted.

Substantive Voting

Voting on all matters related to draft resolutions, including amendments, is considered Substantive Voting. The only members of the committee required to vote on procedural motions are members who indicated themselves as Present and Voting during Roll Call. Members who indicated that they were Present have the option to abstain from voting. The number of delegates who abstain is deducted from

the number of delegates who are either present or present and voting to establish a new simple majority for the committee.

e.g. Five delegates vote in favor of passing a resolution, four delegates vote against the passing of a resolution, and one delegate abstains from voting. The resolution is passed, as over 50% of all non-abstaining delegates voted in favor of passing the resolution.

Substantive Voting Procedure

After a resolution has been successfully introduced to the committee, all committee doors will be shut, and nobody will be allowed to leave or enter the room until the resolution is either passed or rejected. During this time, delegates will be able to motion for amendments to the resolution, and the resolution may no longer be edited without the use of amendments.

Voting by Roll Call

Delegates have the right to request a vote by roll call when voting on the passing of draft resolutions or amendments, and this will be implemented at the discretion of the dais. When voting by roll call, each member of the committee will be called on in roll call order. Delegates will then state whether they are voting in favor of the motion, abstaining, or voting against the motion.

Rules Regarding Motions

All Incidental Motions (Points) will not be voted on, and will be dealt with immediately.

Order of Precedence - Motions will be voted on in the following order

1. One-time motions (e.g. primary speakers list)
2. Introduction of draft resolutions
3. Amendments to currently existing draft resolutions
4. QnA motions
5. Strawpoll motions
6. Roundtable Debate motions
7. Unmoderated Caucuses by length
8. Moderated Caucuses by length

Same motions will be voted on in the order that they were introduced, unless stated otherwise.

Rules Regarding Points

Points

Points are motions which are not voted on, and are dealt with immediately. Delegates may raise points at any time during committee sessions.

Point of Personal Privilege

Points of Personal Privilege are points related to a delegate's personal needs. These points may interrupt all speeches. This point does not need to be used for things like bathroom/water breaks, and delegates will be able to leave without needing permission from the dais. Warnings may be given if this point is misused.

e.g. The delegate of Egypt is giving a speech, but is speaking too quietly for the delegates at the back of the room to hear. A delegate raises a Point of Personal Privilege during the delegate of Egypt's speech to ask the delegate to speak louder. The speaking time is reset, and the delegate of Egypt restarts their speech.

Point of Order

A Point of Order is used when a delegate believes that there has been an error in procedure.

e.g. A resolution is failed because the dais accidentally used the wrong quorum. A delegate raises a Point of Order and informs the dais of this. The resolution is then passed.

Point of Parliamentary Procedure

A delegate may raise a Point of Parliamentary Procedure when they have a question regarding the Rules of Procedure. This point may be raised at any time.

e.g. A delegate doesn't understand what a Strawpoll Motion is. The dais informs the delegate of what a Strawpoll is, and the committee continues as normal.

Crisis-Specific Rules of Procedure

Differences Between Crisis Committees and GA/ECOSOC Committees

Crisis committees at TMUN will follow the same ROP as GA/ECOSOC committees do, with the addition of Crisis-Specific Rules of Procedure. In addition, directives will replace resolutions in all crisis committees at TMUN. Unlike resolutions, directives can be enacted both publicly and privately, and actions taken in directives will affect the committee.

Crisis Updates

During a crisis committee, there will be periodic crisis updates, interrupting the flow of committee sessions. These updates will be provided to delegates by the dias team, and can be the result of public directives, private directives, or a dias-driven advancement in the story of the committee. Delegates will typically be allowed to ask between 1-3 questions regarding the crisis update after it is finished.

e.g. After an unmoderated caucus, a crisis update is given by the dias team, indicating that the Prime Minister of the United Kingdom has been assassinated. The delegates are able to ask two questions for more information on the assassination. After the crisis update concludes, the delegates decide to launch a more detailed investigation into the death of the prime minister.

Timed Crisis

A timed crisis may be introduced by the dias team during a crisis update. Timed crises are issues that a committee must resolve within a certain time frame, typically through the passing of a public directive.

e.g. A crisis update by the dias team contains information that a typhoon will strike Japan, and that the delegates have 25 minutes to find a solution before it strikes. The delegates work together on a public directive to evacuate citizens from the area where they believe the typhoon will strike, and there is low damage to the country.

Public Directives

Public directives are short documents describing actions that the committee would like to take. At TMUN, directives will require a minimum number of signatories, which will be determined and announced by the committee dias at the start of the first committee session. This number can change depending on the number of delegates marked as present/present and voting in each committee session.

Passing of Public Directives

Public directives at TMUN can be sent to the committee dias at any time as long as they have the minimum number of signatories. Public will not immediately be voted on, unless deemed necessary by the dias. The committee director can choose to enter a voting period on public directives at any point during the committee.

Private Directives

Private directives are short notes that individual delegates can send to the dias team, describing an action that they would like to take. Private directives typically perform actions that the delegate does not want other delegates to know about. Unlike public directives, private directives will not be voted on, but they can be sent in to the dias team at any point during committee session. Private directives will be deemed to pass or fail by the dias, and delegates will be contacted with if their directive passed or failed, and what the results of their directive were.

e.g. The delegate representing Darth Vader sends a detailed private directive to the dias team, where he explains a plan to spy on Emperor Palpatine. The dias team passes the directive, and a report of Emperor Palpatine's recent activities is sent to Darth Vader.

Joint Private Directives

Joint private directives (JPDs) are used by a group of delegates who want to send a private directive together. This can be because their combined skills are necessary for the directive to pass, or because they want to write a detailed private directive together. Joint private directives function similarly to standard private directives, and delegates can indicate that a private directive is a joint private directive by writing the character/country names of the other delegates who are passing the joint private directive with them.

e.g. The delegates representing Justin Trudeau and Joe Biden decide to write a JPD to shoot down a spy balloon over Canadian airspace with an American fighter from Alaska. The delegate representing Justin Trudeau gives the directive to the dias team with an indication that it is a JPD from him and Joe Biden, and it is passed, with the result of the mission being provided to both delegates.

Questions Regarding Rules of Procedure

If there are ever any questions regarding the Rules of Procedure, please ask any member of the committee's dias team.