



**HMUNEA**

HARITHKRAM  
**MODEL UNITED NATIONS**  
ENVIRONMENT ASSEMBLY  
2021

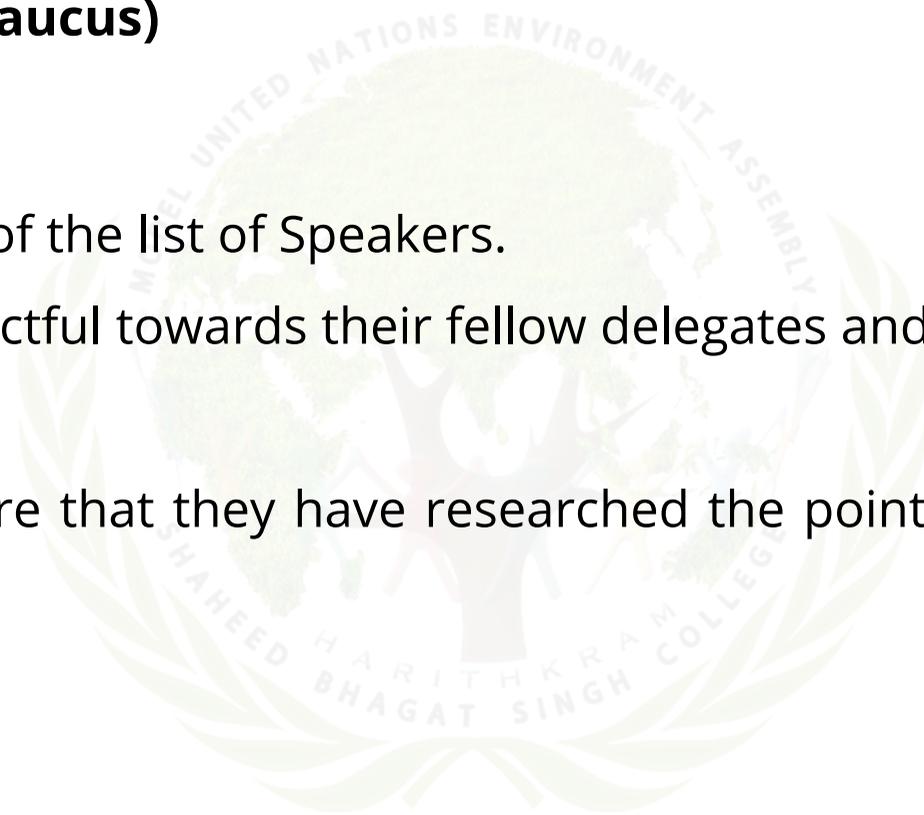
OCTOBER 26-27, 2021

**GUIDELINE BOOKLET**

# Two Main Modes

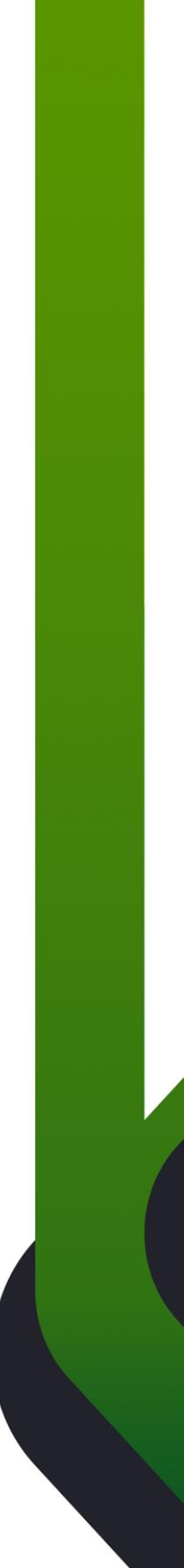
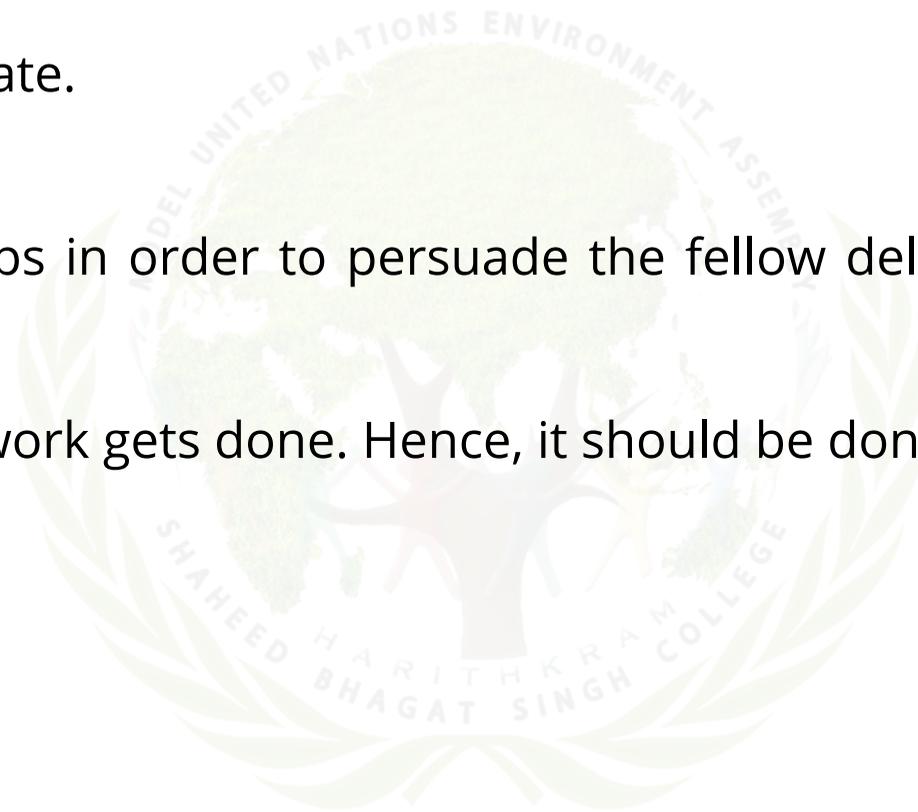
## Formal Debate (Moderated Caucus)

- Committee in session: Use of the list of Speakers.
- All delegates must be respectful towards their fellow delegates and maintain the decorum of the house.
- The delegates should ensure that they have researched the points they are making well in advance.



## Informal Debate (Unmoderated Caucus)

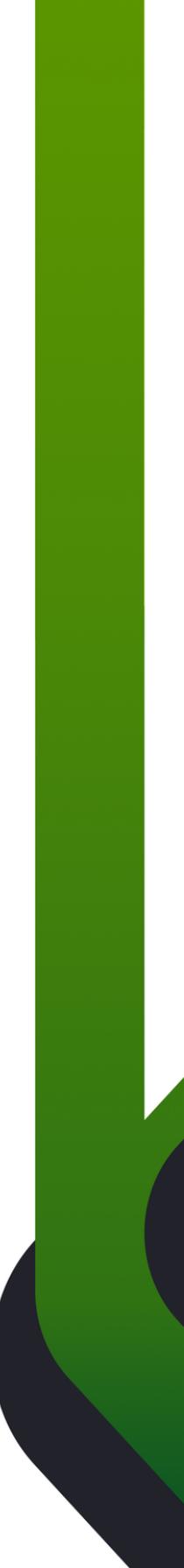
- Suspending the formal debate.
- Lobbying.
- Breaking into smaller groups in order to persuade the fellow delegates to agree upon the decision.
- Caucusing is where all the work gets done. Hence, it should be done diligently.



## SPEAKERS' LISTS

- The list of Speakers bears the details of the delegates present in the committee. Thus, the committee is set in order.
- A delegate represents a country/agency according to the chosen portfolio. Hence she/he is expected to speak in the 'third person.'
- A new list is formulated at the beginning of the discussion on each upcoming agenda in which all the delegates get a chance to speak.
- A nation can speak as often as it wishes (it must wait until it has spoken before placing its name back on the list of speakers) can speak for as long as delegate wishes unless time limits have been voted by the committee (It may use the leftover time to clarify/answer the doubts/questions of the EB if the need be, or choose to pass over the excess time to the EB who can in turn allot the time to another delegate as and when it decides to).
- The goal is to give all voices a chance to be heard.

# **Chart of Basic Model U.N. Procedure Rules (Points and Motions)**



## ROLL CALL

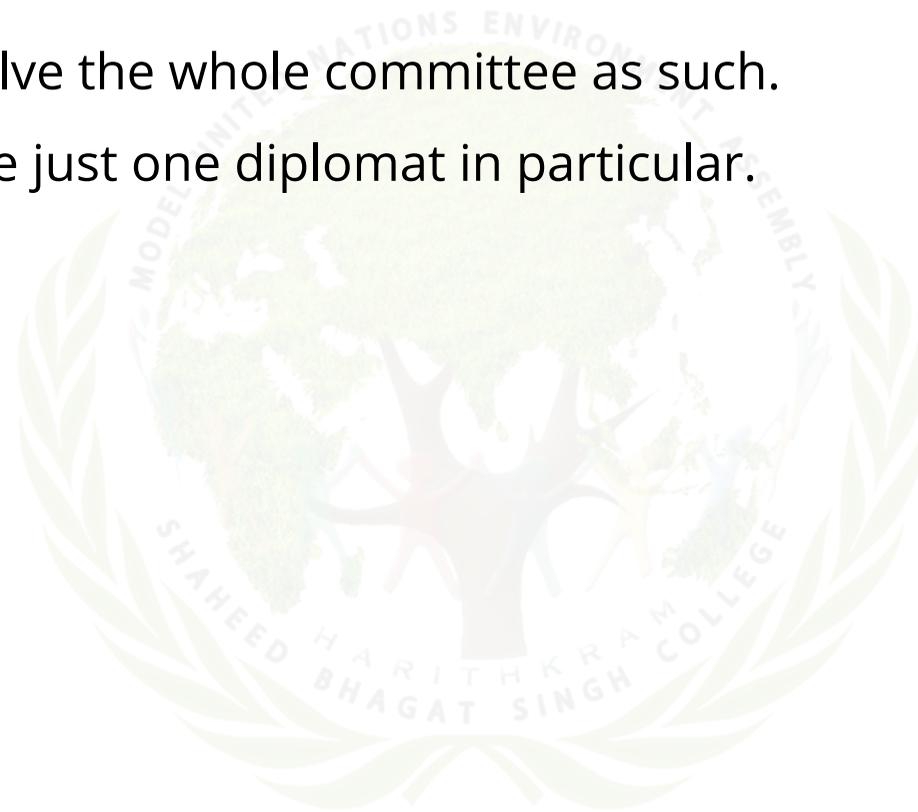
At the beginning of each session, the Executive Board will start the roll call in order to identify the States which are present and the ones which are not.

There are two possible and appropriate responses when the name of your State is called: "PRESENT" and "PRESENT AND VOTING". Delegates who identify their status as "PRESENT AND VOTING" are not permitted to abstain on any substantive vote while the committee is in session and cannot be changed back to PRESENT at any time. Instead, the delegates must vote strictly in favour or in opposition to any motion before the committee. If, however, a delegate identifies herself/himself as PRESENT, she/he can change their voting preference to PRESENT AND VOTING at any instance.

The delegates who arrive while the roll is on, and have missed a chance to respond to their roll call and get their attendance recorded, can later send a note to the rapporteur to let the Executive Board know of their arrival and voting status.

# MOTIONS AND POINTS

- Motions are those that involve the whole committee as such.
- Points are those that involve just one diplomat in particular.



## MOTION TO SET A SPEAKERS' TIME

- This is a motion to set or change a speaker's time. It is a procedural motion which requires two delegates speaking in favor of the amount of time motioned for, and two delegates speaking against it.
- The exact words to move this motion are: **“Honorable Chair, the delegation from USA (or any other country) moves to set a limit of one minute on the speaker’s time.”**

For a motion to be passed, the vote requires a simple majority without any debate.

## MOTION TO OPEN AND CLOSE THE LIST OF SPEAKERS

At some Model United Nations, once the list of speakers is closed, it remains closed for the remaining session or topic. However, at most Model United Nations, the list of speakers can be opened and closed multiple times. Once the speakers list is exhausted, it means no one else wishes to speak, the debate is over, and the committee then moves into the procedure of voting. This motion requires an immediate vote.

In large committees, the rapporteur might only recognize the first 20 or so placards raised due to time constraints. Also, know that no State can be placed twice upon the speakers list concurrently: once a delegate has completed her/his allotted speaking time and has been removed from the current list, she/he may then immediately submit a request to the rapporteur to be placed again upon the list.

The exact words to move these motions are: **“Honorable Chair, USA (or any other country) moves to open/close the list of speakers”**

## MOTION TO SUSPEND FORMAL DEBATE

- This motion is made to suspend the formal debate for the purpose of an un-moderated caucus or a moderated caucus, but its use also depends upon the conference you are attending. When moving to suspend the debate, the delegate should specify a certain amount of time and the purpose. This motion requires an immediate vote.
- The exact words are: **“Honorable Chair, USA (or any other country) would like to move to suspend the formal debate for a period of ten minutes for the purpose of a caucus session to informally discuss...”**

For a motion to be passed, the vote requires a simple majority without any debate.

# MOTION TO ADJOURN A DEBATE

The motion to adjourn a debate is a tactic to put all the work that the committee has completed on which they have been discussing on hold and to suspend it. At some Model United Nations, you could suspend the topic by adjourning a debate, move on to another topic and then return to the first topic at a later time. However, at most Model United Nations, once you adjourn the debate on a topic, the topic is considered suspended and cannot be discussed any more. This motion requires two delegates speaking for the adjournment of the debate and two delegates speaking against the adjournment of the debate.

The exact words are: **“Honorable Chair, USA (or any other country) moves for the adjournment of the debate”**

For a motion to be passed, the vote requires a simple majority without any debate.

## MOTION TO CLOSE A DEBATE

This motion is made in order for the committee to move into the procedure of voting. Once a delegate feels that she/he has made the position of her/his country clear, there are enough draft resolutions on the floor, and everyone is ready, a delegate makes a motion to move into the procedure of voting by moving for the closure of the debate. This motion requires only two delegates speaking against the closure of debate and zero delegates for the closure of the debate.

The exact words are: **“Honorable Chair, USA (or any other country) moves for closure of the debate”**.

For a motion to be passed, the vote requires a simple majority without any debate.

## POINT OF ORDER

- Point of Order addresses a procedural matter. However, it does not allow a delegate to speak on the topic of the debate.
- Point of Order can interrupt a speaker and no voting is required.
- Point of Order is accepted directly during a Formal Debate and it is accepted through chits (messages on paper passed forward to the rapporteur so as not to disturb the order of the house) to the Executive Board during an Informal Debate.

## POINT OF INFORMATION

After a delegate has given a speech in the formal debate, she/he may choose to yield her/his time to a point of information, a question another delegate raises concerning the speech.

## POINT OF PARLIAMENTARY ENQUIRY

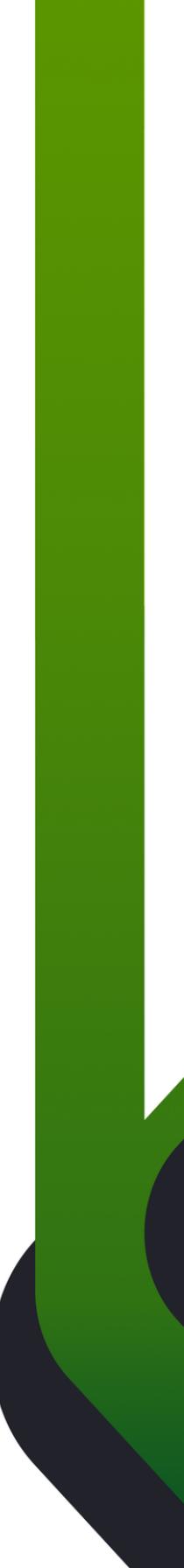
When the floor is open, a delegate may move for a point of inquiry, in order to question a chairperson regarding the rules of procedure and the proceedings of the committee.

This point is made when a delegate feels as if the chairperson has made an incorrect decision. The delegate wishes to challenge the chairperson and does so by formally making a motion to appeal to the chairperson's decision. This motion may be made verbally or in writing. The opposing delegate speaks and the chairperson defends herself/himself before the vote.

## POINT OF PERSONAL PRIVILEGE

A delegate may raise a point of personal privilege in order to inform the chairperson of any physical discomfort she/he is experiencing, such as inability to hear another delegate's speech at any point of time.

# **Strategies For Model United Nations**



# AT- CONFERENCE PARTICIPATION

- Start caucusing early.
- Introduce yourself to others when you arrive at the conference site, and especially in the time before the meeting is called to order.

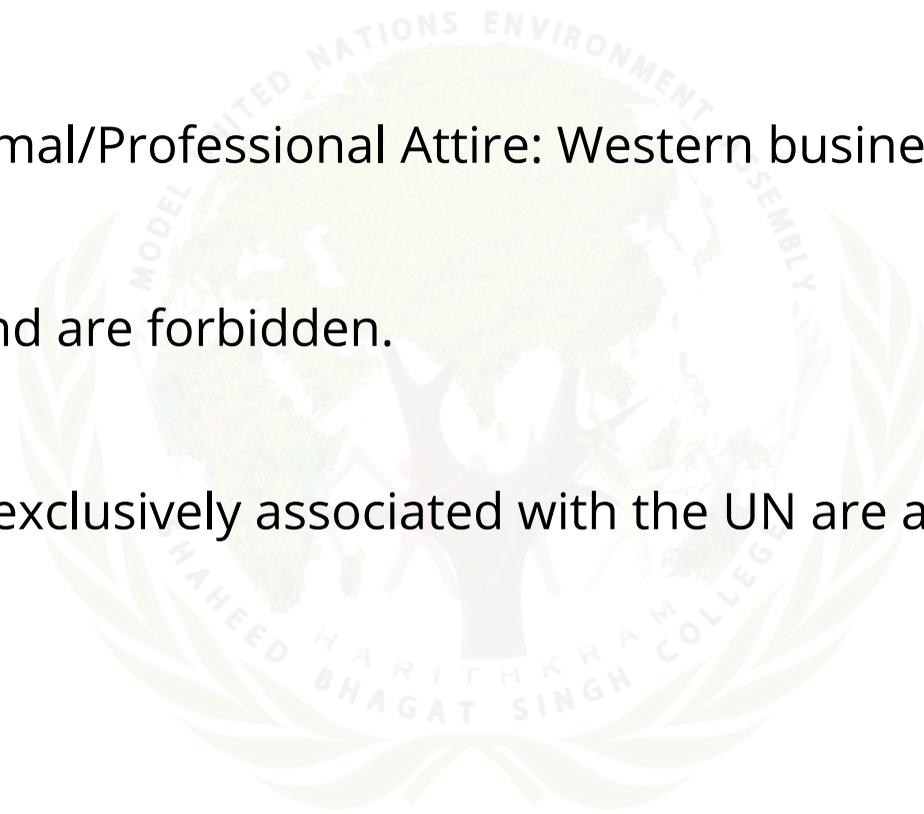
## **GENERAL ASSEMBLY SPEECH:**

- When giving a formal speech, make good use of the time provided.
- Time for speech may be short, and you need to be prepared. Base your speech on the current circumstances that you are presented with.

*Kindly refrain from reading out your speech.*

## ATTIRE/DRESS CODE

- Delegates have to be in Formal/Professional Attire: Western business formals or Indian formals.
- National symbols of any kind are forbidden.
- Most importantly, symbols exclusively associated with the UN are allowed.



# BEING A DIPLOMAT

- In acting as professional diplomates, the delegates must regard the others with utmost respect.
- Ideological perspectives and personal disagreements with the policy of the country the delegates are representing are inapplicable during the course of the simulation.
- Displaying leadership skills and the ability to negotiate are fundamental tools for the delegation to be effective.

## WE DEBATE TO BE AWESOME

*Remember:* When at the conference, you are a diplomat, a distinguished representative. Think and act the part, and the others will also treat you that way.

*Always keep in mind:* A diplomat's job (among others) is to "make friends and influence people"

**KENYA DEBATE IT?**