

RULES OF PROCEDURE

**Chadwick International
Model United Nations V**

CIMUN V
2024 | Global Enviro-Human Protection



SECTION 1 | Organization

Clause 1-1 | Secretariat

1. The Executive Office of the Secretary-General (EOSG) consists of:
 - a. Secretary-General,
 - b. Deputy Secretary-General;

Clause 1-2 | Student Officers

1. Student officers for each respective committee consist of Presidents, Assistant Presidents, and Deputy Assistant Presidents;
2. Student officers are in charge of:
 - a. Opening and closing the session,
 - b. Enforcing the Rules of Procedure,
 - c. Electing award considerations,
 - d. Setting time limitations for the debate,
 - e. Reminding delegates about time constraints;
3. Student officers are to be instructed and guided by EOSG;
4. All participants and staff members are to follow the orders of student officers of their respective committees;
5. If deemed necessary, student officers may override some aspects of the Rules of Procedure
6. Procedure under the consent of the EOSG;

Clause 1-3 | Administrative Staff

1. There is one administrative staff per committee;
2. The administrative staff is in charge of note-passing between delegates and chairs.

Clause 1-4 | Delegates

1. Delegates are to represent the stances of their respective delegations rather than their personal views;
2. A delegate is required to produce an opening speech for one agenda of his or her respective committee, and present during the conference;

SECTION 2 | Beginning the Conference and Speeches

Clause 2-1 | Roll Call

1. The official session of the committee starts with a roll call in alphabetical order;
2. When a delegation is called, the designated delegate must raise their placards high and say:
 - a. Present:
 - i. Saying 'Present' means that the delegate's vote will be counted during the voting procedure,
 - b. Present and voting:
 - i. Saying 'Present and voting' means that the delegate will not abstain during substantive votes;
3. If a delegate is late, he/she must send a note to the student officer letting them know that he/she is present;
4. The quorum is set to at least half of the committee:
 - a. If the quorum is not met, the student officers are not to start the official session and must notify the secretariat for further instructions;

Clause 2-2 | Setting the Agenda

1. CIMUN will not have any motion to set the agenda; delegates will produce resolutions for all agendas during the first lobbying session and debate them in the order of submission;

Clause 2-3 | Opening Speech

1. Opening speeches are speeches written by the delegates prior to the conference to state the stance of their respective delegations and to propose possible solutions to the problems posed by the agenda;
2. The time for each opening speech may not exceed 90 seconds;
3. Delegates are designated in alphabetical order to deliver their speeches;
4. Delegates are required to write opening speeches;
5. Delegates may yield his or her remaining time to any in all Points of Information (POIs);

Clause 2-4 | Lobbying Session

1. The Lobbying Session is held after the opening speeches;
2. When a Lobbying Session is held, the delegates may freely exchange stances and come together to finish their resolutions on respective agendas;
3. The usage of electronic devices such as laptops is permitted only to write resolutions;

Clause 2-5 | Speeches

1. Delegates that represent countries are only allowed to use third-person pronouns during all speeches in CIMUN;
2. The default individual speaking time will be set to 90 seconds;
3. When the student officer ask for speakers, delegates wishing to speak will raise their placards high in order to be recognized;
4. Speakers are recognized one-by-one rather than through a speakers' list; after a delegate's time has elapsed, the student officer will ask once more for speakers;

5. When the delegates have time remaining, they may yield their time:
 - a. To another delegate:
 - i. Only allowed if the remaining time exceeds 30 seconds,
 - ii. In CIMUN, if another delegate refuses to be yielded with the remaining time, it is automatically yielded back to the student officer,
 - iii. Yielding to the second degree is not in order; delegates who have had time yielded to them must return to their seats after issuing their statements,
 - b. Back to the student officer:
 - i. A delegate may yield the remaining time back to the Student Officer in order to go back to his/her seat,
 - c. To Points of Information:
 - i. Points of Information are questions regarding the contents of the debate such as speeches, resolutions, and amendments,
 - ii. Delegates must mention the number of points of information that they desire to have entertained; if a delegate does not wish to set a limited number of Points of Information to be entertained, he/she may ask the student officer to entertain "any and all" Points of Information,
 - iii. One follow-up question can be granted under the President's discretion,
 - iv. Only the time for answering is to be counted off the remaining time;

SECTION 3 | Points and Motions

Clause 3-1 | General Rules Regarding Points and Motions

1. All points and motions are to precede speeches;
2. There is no set priority between points and motions, excluding a point of personal privilege;

Clause 3-2 | Point of Personal Privilege

1. When any of the delegates feel discomfort, they can raise a point of personal privilege so that the student officers, staffs or the secretariats can handle the discomfort;
2. Only a point of personal privilege regarding audibility issues may interrupt a speech;

Clause 3-3 | Point of Order

1. If a student officer makes an error regarding procedural matters, delegates may raise a Point of Order to request the correction of the error;
2. A Point of Order may not interrupt speeches;

Clause 3-4 | Point of Parliamentary Inquiry

1. When delegates have a question regarding matters such as conference proceedings or Rules of Procedure, they may raise a Point of Parliamentary Inquiry to ask the student officer these questions;
2. Points of Parliamentary Inquiry may not interrupt another speaker;
3. Point of Parliamentary Inquiry may also be referred to as "Point of Inquiry";

Clause 3-5 | Point of Clarification

1. Points of Clarification are questions regarding the clarifications of vocabulary and acronyms in resolutions and amendments;
2. A Point of Clarification can only be used to disambiguate terms in resolutions and amendments and can be ruled out by the student officers if deemed to not uphold such purposes;
3. Asking a Point of Clarification should not exceed 15 seconds, and the time answering will be counted off the time left for the authorship speech.

Clause 3-6 | Point of Information

4. Points of Information are questions regarding the content in resolutions and amendments;
5. Asking a Point of Information should not exceed 15 seconds, and the time answering will be counted off the time left for the authorship speech.

Clause 3-7 | Motion to Move Directly into Voting Procedure

1. This motion calls for the closure of the discussion on the resolution or the amendment on the floor;
2. The student officers will ask the delegates whether there are Seconds or Objections in the committee after a 'motion to move directly into the voting procedure' is raised;
3. If more than or equal to one "Second" and if there are no "Objections", this motion automatically passes and the committee moves directly into the voting procedure for the matter concerned;

4. If there are more than or equal to one "Objection", the motion fails and debate is resumed;
5. Motion to move directly into voting procedure may also be referred to as "Motion to move to the previous question";
6. This motion can be overruled under the Student Officer's discretion;

Clause 3-8 | Seconds and Objections

1. Seconds and objections for motions are used in place of the voting procedures to determine whether they pass;
2. Seconds and objections are entertained without speeches in CIMUN;

Clause 3-9 | Motion to extend the debate time

1. By raising a motion to extend the debate time, delegates can gain more time for discussion on the resolution or amendment;
2. Delegates must state the modified debate duration time and the purpose;
3. No seconds or objections are entertained for this motion;
4. This motion can be overruled under the student officer's discretion;

SECTION 4 | Debate Flow

Clause 4-1 | Introducing a Draft Resolution

1. Introducing a draft resolution is in order only after the Student Officers of the committee and the EOSG have approved the written resolution;
2. In CIMUN, resolutions require the following:
 - a. A main submitter,
 - b. A minimum of three co-submitters
 - i. A co-submitter is a delegate who wishes to debate on the resolution, regardless of their approval of the resolution itself,
 - c. Preambulatory Clauses,
 - d. Operative Clauses,
 - e. Serial number of the resolution as decided by Student Officers and the EOSG;
3. When delegates deem the draft resolution to be complete, the main submitter should share the document with the chairs, who would then share it with the EOSG;
4. Once EOSG leaves comments on the resolution, delegates must resolve them;
5. When all comments are resolved, the main submitter should visit the Approval Panel for final confirmation;
6. When the Approval Panel approves the draft resolution, the main submitter will be allowed to raise a motion to introduce the resolution;
7. The student officer will ask the main submitter to read out the operative clauses of the resolution introduced;
8. After reading the operative clauses, the Main Submitter may then give an authorship speech of the resolution:
 - a. While giving an authorship speech is not mandatory, it is encouraged,
 - b. Authorship speeches for resolutions are allowed for up to 5 minutes,
 - c. Delegates may yield their remaining time to the actions specified in Clause 2-5;
9. The delegate may have up to two Points of Clarification entertained;
10. The delegate may have up to two Points of Information entertained;
11. The resolution that is introduced can be debated upon until a 'motion to move directly into the voting procedure' for a resolution passes or the debate time of 90 minutes elapses;

Clause 4-2 | Debating on Resolution

1. After the resolution is introduced on the floor, the student officer will set the closed debate time for resolutions;
2. The open debate time for resolutions is set to 90 minutes in CIMUN;
3. Delegates wishing to speak upon the resolutions introduced may follow the procedures stated in Clause 2-5;

Clause 4-3 | Introducing an Amendment

1. The delegate must send the amendment in note form to the Student Officer for approval prior to having it formally introduced;
2. Amendments can do the following to existing clauses:
 - a. Add:

- i. Adds a new clause,
 - ii. Adding an entire operative clause via amendments is not in order in CIMUN,
 - b. Strike:
 - i. Removes a clause from the resolution,
 - c. Modify:
 - i. Makes changes to an existing clause without affecting the number of existing clauses;
3. After the student officers approve the amendment, the delegate may raise a motion to introduce an amendment and will approach the podium and have his/her amendment read out by the Student Officer;
4. After the Student Officer has read out the amendment, the delegate may give an authorship speech for the amendment:
 - a. Giving an authorship speech is not mandatory, however, it is encouraged,
 - b. Authorship speeches for amendments are allowed for up to 3 minutes,
 - c. Delegates may yield their remaining time to the actions specified in Clause 2-5;
5. The delegate may have up to two Points of Clarification entertained:
 - a. There are no Points of Clarification entertained for amendments striking clauses out;
6. The delegate may have up to two Points of Information entertained;
7. Only one amendment can be on the floor at a time; discussion on an amendment must be closed in order to introduce a new amendment;
8. Amendments to the second degree are not allowed in CIMUN; delegates should send in separate amendment sheets to make amendments to previous amendments;
9. One amendment can only affect one clause at a time;
10. Amendments can only affect operative clauses;
11. The amendment introduced can be debated upon until the closed debate time elapses or if a "Motion to move directly into the voting procedure" on the amendment passes;

Clause 4-4 | Debating on Amendment

1. After an amendment is introduced on the floor, the student officers will open up the closed debate;
2. The closed debate time for amendment will be set to 15 minutes in CIMUN;
3. Delegates wishing to speak upon the amendment introduced may follow the procedures stated in Clause 2-5;
4. Discussion regarding matters other than the contents of the amendment is prohibited;

SECTION 5 | Voting Procedure

Clause 5-1 | Voting in General

1. Votes are conducted when a motion is introduced or when a motion to move directly into the voting procedure passes;
2. Note passing and entry/exit are restricted during the voting procedure;
3. The voting procedure is conducted in the following steps:
 - a. Student Officers ask for votes “for” or “against” during procedural votes and votes “For”, “Against”, or abstaining during substantive votes,
 - b. Delegates raise their placards accordingly,
 - c. Administrative staff count the votes,
 - d. Student officer announces the respective number of votes and declares whether the motion/resolution/amendment passes or fails;
4. For a substantive vote to pass, simple majority should be met: the number of votes ‘for’ should exceed the number of votes against regardless of the number of abstentions;
5. If the number of votes counted does not match the number of delegates present, the student officers will conduct a re-vote:
 - a. When this occurs an excessive number of times, the student officers may conduct a Roll Call Vote, in which delegates state their votes directly when their delegations are recognized;

Clause 5-2 | Procedural Vote

1. A procedural vote is conducted for all the voting procedures for a motion that is introduced;
2. A procedural vote requires more than half of the delegates to pass, meaning that the number of delegates voting 'for' the subject of the vote must exceed the number of votes 'against' to pass;
3. During a procedural vote, delegates may choose to vote:
 - a. For,
 - b. Against;
4. During a procedural vote, abstentions are not in order;

Clause 5-3 | Substantive Vote

1. A substantive vote is conducted for the voting procedure of a resolution or an amendment;
2. Delegates may either vote:
 - a. For,
 - b. Against,
 - c. Abstain;
3. A substantive vote requires more than half of the delegates to pass, meaning that the number of delegates voting 'for' the subject of the vote must exceed the number of votes 'against' to pass;
4. Delegates who are present and voting are not permitted to abstain during voting procedures;

Clause 5-4 | Roll Call Vote

1. When the total vote count does not match twice in a row, the student officer may proceed a roll call vote;

2. When the student officer calls out each delegation in alphabetical order, a delegate may raise his or her placard and respond with 'For' or 'Against' during procedural votes, and respond with 'For', 'Against' or 'Abstain' during substantive votes;
3. All substantive votes in the United Nations Security Council will be in the form of a roll call vote;

SECTION 6 | Adjourning the Session and Meeting

Clause 6-1 | Adjourning the Session

1. When there are less than twenty minutes remaining for the session to end, delegates may raise a "Motion to Adjourn the Session";
2. The delegate who raised this motion must specify the purpose of suspension and the time of resumption;
3. After this motion is raised, the committee will move on to a voting procedure for this motion:
 - a. This vote will be a procedural vote that requires more than half of the delegates to pass, meaning that the number of delegates voting 'for' the subject of the vote must exceed the number of votes 'against' to pass,
 - b. Seconds and objections will not be entertained for this motion;
4. This motion may be ruled out or be modified with Student Officer's discretion if deemed insufficient to fulfill the needs of the conference;

Clause 6-2 | Adjourning the Meeting

1. When there are less than twenty minutes remaining for the very last session of the conference, delegates may raise a "Motion to Adjourn the Meeting";
2. The procedures for this motion are identical to the procedures of "Adjourning the Session" mentioned in Clause 6-1, but without stating the purpose of the motion;

SECTION 7 | Miscellaneous

Clause 7-1 | Note Passing

1. All notes must be written in English;
2. Notes may only be used as a means of communicating matters directly related to the conference;
3. Note passing will be temporarily suspended during voting procedures;

SECTION 8 | Security Council (addition to the General ROP)

Clause 8-1 | Veto Power

1. The Permanent Five nations (P5) of the Security Council (United States of America, United Kingdom, France, Russian Federation, People's Republic of China) are granted with 'veto power' during all substantive voting procedures;
2. When at least one of the P5 nations vote against in a substantive vote, their veto power will automatically be exercised, and the vote will be failed;
3. However, the voting procedure, regardless of its failure, should be conducted fully;

Class 8-2 | P5 Caucus

1. A P5 caucus is a caucus held exclusively between the P5 nations to discuss the usage of veto power during a substantive vote;
2. The caucus is held when one of the P5 nations raises a 'Motion for a P5 Caucus,' after at least one veto power has been exercised during a substantive vote;
3. This motion will automatically pass without a vote;
4. When the motion passes, the P5 nations will enter a separate room and hold the caucus for 5 minutes;
5. After the caucus, the P5 nations will move back into the conference room, and the student officers will conduct a re-vote on the previous substantive vote.

SECTION 9 | International Court of Justice

Clause 9-1 | Positions

The Chairs will act as the President and Vice Presidents of the ICJ. They will be facilitating debate but won't have voting powers (which these positions usually do have). Instead, the 15 judges who make up the ICJ will be kept apart from the President and Vice President. One of three roles will be given to the delegates: 1. One of 15 ICJ judges, 2. Applicant, who puts the matter before the court, or 3. Counsel, who responds to the case. Advocates' (Applicant and Counsel) job is to present the case through opening and closing arguments, evidence, and cross-examination of witnesses.

Clause 9-1 | Procedure

1. Opening Statements: Counsel will introduce the case and will present an overview of their argument.
 - a. First Applicant, then Respondent.
 - b. The time for each will be decided by the President and Vice-President with the option of advocates to request more time.
2. Stipulations: Both sides of the case agree on some facts before they launch into their cases.
3. Introduction of Evidence: Advocates present and describe the evidence, newspapers, speeches, agreements, laws, etc., that supports their case.
 - a. First Applicant, then Respondent
 - b. The time for each will be decided by the President and Vice-President with the option of advocates to request more time.
4. Evaluation of Evidence and Testimony: After the presentations of evidence, advocates will be put in separate rooms, and judges will be allowed to discuss the evidence among themselves. During this time, advocates will have time to prepare for the next part of the trial.
 - a. The time for each will be decided by the President and Vice-President with the option of advocates to request more time.
5. Witness Testimony: This is when each side will call witnesses to the stand in order to support their case. Each side can get 1 witness, Assistant President or Deputy Assistant President, on the day of the conference to work with.
 - a. Applicant Direct Examinations with Respondent Cross-Examination
 - b. Respondent Direct Examinations with Applicant Cross-Examination
 - c. The time for each will be decided by the President and Vice-President with the option of advocates to request more time.
6. Rebuttals: Each side will get the chance to respond to the argument made by the opposite counsel in a rebuttal, the time of which will be decided by the President and Vice-President with the option of advocates to request more time.
7. Questions from the Judges: While Judges can ask questions at any time, there will be time at the end specifically reserved for Judges to ask questions to either side.
 - a. The time for each will be decided by the President and Vice-President with the option of advocates to request more time.
8. Closing Statements: Counsel will summarize the case and highlight their point of view with final arguments.
 - a. First Applicant, then Respondent

- b. The time for each will be decided by the President and Vice-President with the option of advocates to request more time.

Clause 9-3 | Advocates

- Advocates act like lawyers in the ICJ. They have the responsibilities of Counsel and must act within the constraints of that role. This means that they must follow court procedure for debate, witness examination, and the presentation of evidence. This also means that advocates can object, which the President will sustain or overrule. Advocates must make petitions to the President when they wish to diverge from the expected committee session schedule. For direct examinations, advocates must ask open-ended questions that are not leading, which means that they cannot ask witnesses questions that suggest any part of their answer.
- Advocates can ask leading questions during cross-examination, which is when they'll ask questions to the witnesses brought by the opposite side. Leading questions during cross-examination help advocates control the answers given by witnesses. Finally, advocates can object when they think that a question or piece of evidence is not authentic or valid. Some objections that advocates can make include:
 - Leading Question - the counsel conducting a direct examination is asking questions that suggest to the witness how they should respond
 - Badgering - when an advocate is intimidating the witness
 - Relevance - concerns about how much a piece of evidence or a question pertains to the case
 - Hearsay - when a witness is speaking about things they do not know about or did not witness personally but that they heard about from others
 - Speculation - when a testifying witness theorizes or predicts something over which there is no certain knowledge
 - Competence - when a witness makes a technical statement or authoritative judgment but does not have the appropriate professional background or technical expertise
 - Authenticity - concerns about the authenticity of a piece of real evidence
 - Reliability - concerns about how reliable the source is
 - Prejudicial - when a statement made by one of the parties harms the personal integrity of another party or turns the judges against that party
 - Argumentative - the question asked is trying to convey an argument rather than just ask a question
 - Asked and Answered - the question has already been asked during testimony and answered
 - Assumes facts not in evidence - the questions asked assumes a fact that was not stipulated in the beginning of the conference or proved adequately previously during the trial

Clause 9-4 | Judges

Judges are expected to disregard the previous judgment made by the court and reach their own conclusion based on the evidence presented. Judges will make judgements on the evidence, testimonials, etc. that advocates submit and can ask questions about them.

Clause 9-5 | Anticipated Schedule

1. Introduction
2. Reading out the Stipulations
3. Opening Statements by the Applicant Party
4. Opening Statements by the Respondent Party
5. Presentation of Evidence by the Applicant Party
6. Presentation of Evidence by the Respondent Party
7. Deliberation: During this deliberation, judges examine the pieces of evidence that advocates submitted during the presentation of evidence
8. Questioning: During this questioning, judges ask questions to the advocates concerning all the pieces of evidence that they have been evaluated.
9. Direct examination of witness of the Applicant Party
10. Cross-examination of witness of the Applicant Party
11. Direct examination of witness of the Respondent Party
12. Cross-examination of witness of the Respondent Party
13. Deliberation: During this deliberation, judges examine the testimonies of the witnesses.
14. Questioning: During this questioning, judges ask questions to the advocates concerning the answers of the witnesses and their testimonies
15. Rebuttal by the Applicant Party
16. Rebuttal by the Respondent Party
17. Final Questioning: During this questioning, judges ask questions to the advocates concerning the rebuttals and anything else related to the case
18. Closing Statements by the Applicant Party
19. Closing Statements by the Respondent Party
20. Verdict

SECTION 10 | SUPPLEMENTARY

MOTION	PROCEDURAL/ SUBSTANTIVE	SECONDS/ OBJECTIONS	PASS UNDER CHAIR'S DISCRETION
Motion to Move Directly into Voting Procedure	PROCEDURAL	YES	NO
Motion to extend the debate time	PROCEDURAL	NO	NO
Motion to adjourn the session	PROCEDURAL	NO	NO
Motion to adjourn the meeting	PROCEDURAL	NO	NO
Motion to introduce draft resolution	PROCEDURAL	NO	YES
Motion to introduce amendment	PROCEDURAL	NO	YES
Motion to move into a P5 Caucus	PROCEDURAL	NO	YES
ACTION	PROCEDURAL/ SUBSTANTIVE	PROCEDURE	VOTE FORMAT
Voting on the resolution	SUBSTANTIVE	After motion to move directly into voting procedure / debate time elapse	HRC/DP/ECOSOC Normal Substantive UNSC Roll Call Vote
Voting on the amendment	SUBSTANTIVE	After motion to move directly into voting procedure / debate time elapse	HRC/DP/ECOSOC Normal Substantive UNSC Roll Call Vote