

The Premier Model United Nations Conference in the Northwest



# DELEGATE PREPARATION GUIDE

Northwest Model United Nations | November 21-23, 2014 | Seattle, WA

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**NORTHWEST MODEL UNITED NATIONS – SEATTLE**  
 (NWMUN-Seattle)  
[seattle.nwmun.org](http://seattle.nwmun.org)

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 (NWA)

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 (MUNC)

## WELCOME FROM THE SECRETARY-GENERAL

Dear Delegates, Faculty Advisors and Esteemed Guests,

It is with joy and excitement that I welcome you to Northwest Model United Nations – Seattle 2014. My name is Sasha Sleiman, and I have the honor of serving as your Secretary-General. This year, NWMUN–Seattle has taken great care to continue to build on our strong tradition of providing a highly-trained staff, unique committees and topics, and a professional forum for diplomacy that is also exceptionally affordable.

We are excited to offer six committees to discuss some of the most relevant and critical issues facing the international community, including sustainable development, protection of human rights and peaceful resolution to conflicts. NWMUN–Seattle will continue to simulate the Security Council as it is today, and a Reformed Security Council as we might wish it to be. With identical topics in each committee, we will pay close attention to the impacts that membership reform might have on the resolution of international conflicts. Additionally, we are offering the World Summit on the Information Society, which will carry out negotiations on an international agreement on information security. Finally, the General Assembly Plenary, World Health Organization and Human Rights Council will examine issues including renewable sources of energy; improving maternal health; women, peace and security; and the promotion and protection of all human rights.

This is an exciting time for the global community; the Post-2015 Development Agenda takes center stage in the UN as the Millennium Development Goals get closer to reaching their target date. We are excited that our delegates will have the opportunity to discuss a range of topics in their committees, each of which will form part of the post-2015 agenda. We hope that delegates are as excited as we are to be setting the priorities of the international community for the coming years, not just in the development field but throughout all facets of international policy.

Although the Secretariat has worked hard all year to create the best possible conference atmosphere, we know none of this is possible without you! I couldn't be more excited to share with you a weekend full of experiences like collaborating with one another to address critical issues impacting our world, working to quickly and effectively address mass crises that arise, improving confidence in negotiation and public speaking and of course getting to know our exceptional staff – whom I've had the pleasure of working with all year long.

On behalf of the entire staff at NWMUN–Seattle 2014, thank you for being a part of this year's conference, and I look forward to meeting all of you in November!

Sincerely,



Sasha Sleiman  
Secretary-General  
NWMUN-Seattle 2014

## NWMUN-SEATTLE 2014 SECRETARIAT

### **Secretary-General** | Sasha Sleiman

Sasha Sleiman is returning to NWMUN–Seattle this year as Secretary-General after serving as Director-General at NWMUN 2013. Sasha has been involved with Model United Nations since 2006. She has been involved with NWMUN since 2007 and previously served as Assistant Secretary-General for Conference Services in 2008, both Assistant Secretary-General for Logistics and Director-General in 2012, and Director-General in 2013. Sasha also has experience staffing several other conferences, most recently as an Under-Secretary-General for National Model United Nations in New York City. Sasha graduated in 2009 from Western Washington University, where she served as Advisor of the Western Model United Nations program. She completed her MA in International Policy Studies, focusing on Conflict Resolution and Peacebuilding, at the Monterey Institute of International Studies in California.

Sasha's email address is [sg@nwmun.org](mailto:sg@nwmun.org).

### **Director-General** | Galen Stocking

Galen Stocking has been involved with Model UN for over a decade, and is serving as Director-General of NWMUN-Seattle 2014 in his 7th year with the conference. He has had several roles in NWMUN, including Director, Chief of Staff, and most recently, Director of Special Simulations. Previously, he has been on staff for NMUN-NY, where he was Director-General in 2008; NMUN-DC; and several smaller conferences. He is also the MUN Advisor at UC Santa Barbara. Galen holds a BS in Computer Science and an MA in National Security Studies from CSU San Bernardino. He is currently a Ph.D Candidate in Political Science studying political communication, and expects to complete his studies in 2015.

To reach Galen, please email him at [dg@nwmun.org](mailto:dg@nwmun.org).



**Chief of Staff | Morgan Deters**

Morgan Deters has been involved in MUN since she was a freshman in high school in 2005. Since then, she has attended over 30 conferences as a delegate, including NWMUN 2009. She has also served on Committee Staff for the last 4 years at NWMUN, and is very excited to be returning to the conference as the Chief of Staff for NWMUN-Seattle 2014. Morgan graduated from Lewis & Clark College in Portland, OR in 2013 with a double major in International Affairs and Economics, having served 3 years as President of the Lewis & Clark Model UN Club. She now works for a financial adviser in Portland, OR.

Morgan can be reached via email at [cos@nwmun.org](mailto:cos@nwmun.org).

**Assistant Secretary-General for Logistics | Sabrina Grover**

Sabrina Grover returns to the Secretariat as Assistant Secretary-General for Logistics this year after having served as a Chief of Staff at NWMUN 2013. Sabrina has been involved with Model United Nations since 2006 in a variety of roles; she previously served for five years as the Secretary-General of the Calgary High School Model UN, as well as serving as a staff member at National Model United Nations - New York since 2010. Sabrina graduated from the University of Calgary with a BA in Political Science and a minor in Economics. She currently works in external and government relations in Calgary.

As ASG-L, Sabrina oversees external contacts and special events at NWMUN-Seattle 2014. Sabrina can be reached via email at [asgl@nwmun.org](mailto:asgl@nwmun.org).

**Assistant Secretary-General for Conference Services | Charlie Walentiny**

Charlie Walentiny joins the NWMUN-Seattle 2014 Executive Secretariat as Assistant Secretary-General for Conference Services after serving as the Networking and Technology Manager in 2013. Charlie has participated as both a delegate and staff member at several MUN conferences locally and within the Pacific Northwest before joining the NWMUN staff. He is currently pursuing a degree in Journalism at Western Washington University, focusing on Public Relations. Charlie also works as a Technical Support specialist and in his free time is an avid mountain-biker and musician.

Charlie's email address is [asgcs@nwmun.org](mailto:asgcs@nwmun.org).



**Sasha Sleiman**  
Secretary-General



**Galen Stocking**  
Director-General



**Morgan Deters**  
Chief of Staff



**Sabrina Grover**  
Assistant SG  
for Logistics



**Charlie Walentiny**  
Assistant SG for  
Conference Services

# CONFERENCE SCHEDULE

## **Friday, November 21**

10:00 AM – 1:00 PM	Registration
11:30 AM – 1:00 PM	Delegate Preparation and Training Session
1:30 PM – 2:30 PM	Opening Ceremonies (Courtyard Ballroom)
3:00 PM – 5:30 PM	Committee Session I
5:30 PM – 7:00 PM	Dinner Break
7:00 PM – 9:45 PM	Committee Session II
10:00 PM – 10:30 PM	Head Delegate Meeting *

## **Saturday, November 22**

9:00 AM – 12:00 PM	Committee Session III
12:00 PM – 1:14 PM	Lunch Break
12:15 PM – 1:15 PM	Leadership Reception
1:15 PM – 7:30 PM	Committee Session IV and V ( <i>see breaks below</i> )
3:45 PM – 4:15 PM	Break (GA; WSIS)
4:15 PM – 4:45 PM	Break (WHO; HRC; SC/RSC)
3:30 PM – 5:00 PM	Opportunity Fair
3:45 PM – 4:15 PM	Head Delegate Meeting
7:30 PM – 9:00 PM	Dinner Break
9:00 PM – 12:00 AM	Delegate Social

## **Sunday, November 23**

9:00 AM – 12:00 PM	Committee Session VI
12:00 PM – 1:00 PM	Lunch Break
1:00 PM - 3:00 PM	Committee Session VII
3:30 PM - 5:00 PM	Closing Ceremonies & Awards Presentation

\* Please note that the Model United Nations of Cascadia (MUNC) meeting will be held immediately following the Leadership Feedback meetings. For more information on MUNC or its meetings, please contact MUNC's Fall 2014 Chair at [chair@muncascadia.org](mailto:chair@muncascadia.org).

## COMMITTEES AND TOPICS

### **General Assembly Plenary (GA)**

- I. Promotion of New and Renewable Sources of Energy
- II. Equitable Access to Finance and Markets

*Note: Additionally, the General Assembly will simulate Security Council Elections. The elections of the Security Council non-permanent members are not a topic, but rather a process that will be simulated in the General Assembly. Therefore, it should not be addressed within GA position papers.*

*This process will take place during the committee sessions on Sunday, November 23.*

### **United Nations Environment Programme (UNEP)**

- I. Achieve MDG5: Improving Maternal Health
- II. WHO's response and real as the health cluster lead in meeting the growing demands of health in humanitarian emergencies

### **Human Rights Council (HRC)**

- I. Israeli settlements in the Occupied Palestinian Territory, including East Jerusalem and in the Occupied Syrian Golan
- II. Promotion and protection of all human rights; civil, political, economic, social and cultural rights, including the Right to Development.

### **Security Council (SC) and Reformed Security Council (RSC)**

- I. Women and Peace and Security
- II. The Situation in LRA-Affected Areas
- III. Strengthening international law: rule of law and maintenance of international peace and security

*Note: Please note that the Security Council and Reformed Security Council will be using identical topics. Additionally, the Secretariat reserves the right to add additional suggested topics, with their own background materials, should they feel an issue requires the attention of the Security Council (and Reformed Security Council).*

### **World Summit on the Information Society (WSIS)**

- I. Preamble
- II. Priority Areas
- III. Action Lines
- IV. Other Issues
- V. Accountability and Measurement
- VI. Final Provisions

*Note: These are not "topics" like in other committees at NWMUN, but are rather the sections of the final document that the WSIS negotiations will produce. Please read the Explanatory Note as well as the Background Guide for more details once they are posted.*

## DELEGATE CODE OF CONDUCT

### *Dress Code*

All clothing must adhere to guidelines that portray professionalism and modesty. If a delegate's attire is deemed inappropriate by the NWMUN staff, the delegate will be asked to leave the session and return with appropriate attire.

- Standard delegate attire for the conference is business jacket, slacks (or skirts for women), dress shirt (with tie for men) and dress shoes.
- Dress sweaters, shorts, ball caps, jeans, sneakers and sunglasses are considered too casual. Clothes that expose excessive bare skin or are otherwise revealing are inappropriate.

Western business dress is preferred. Cultural dress is only permitted for international delegates in whose native countries "professional business dress" includes traditional cultural dress. NWMUN will not tolerate any delegate's attempt to portray a "character" using traditional cultural attire as costume.

As role models for delegates, staff, faculty advisors and guests are required to dress in Western business attire while participating in scheduled conference sessions.

### *This is what appropriate business attire looks like for women:*



### *This is what appropriate business attire looks like for men:*



*Photo Sources: National Association of Colleges and Employers; Ben Goldstein*



## *Delegate Conduct*

While participating in NWMUN delegates have a responsibility to always maintain the highest level of professionalism and diplomacy. Conference staff, faculty, and fellow delegates should always be treated with the highest level of courtesy and respect. Professionalism in speech, actions, and appearance on behalf of delegates is a requirement of this conference and necessary to its educational mission. It is assumed that all delegates will respect the property of the host hotel.

Delegates are expected to treat one another in a manner suited for conduct between the representatives of Member States meeting to discuss serious issues facing the world today.

Personal respect is expected even if delegate disagreement is intense; any personal disrespect, including but not limited to verbal harassment, insults, defamation, plagiarism, theft or vandalism of personal property, and/or sexual harassment, will not be tolerated.

Included in the expectation of delegate conduct is that delegate conduct towards the venue will be respectful both during and after conference hours. Our venue has been gracious towards Northwest Model United Nations, and NWMUN expects that all participants will be as courteous towards the hotel and its other guests as they have been towards us.

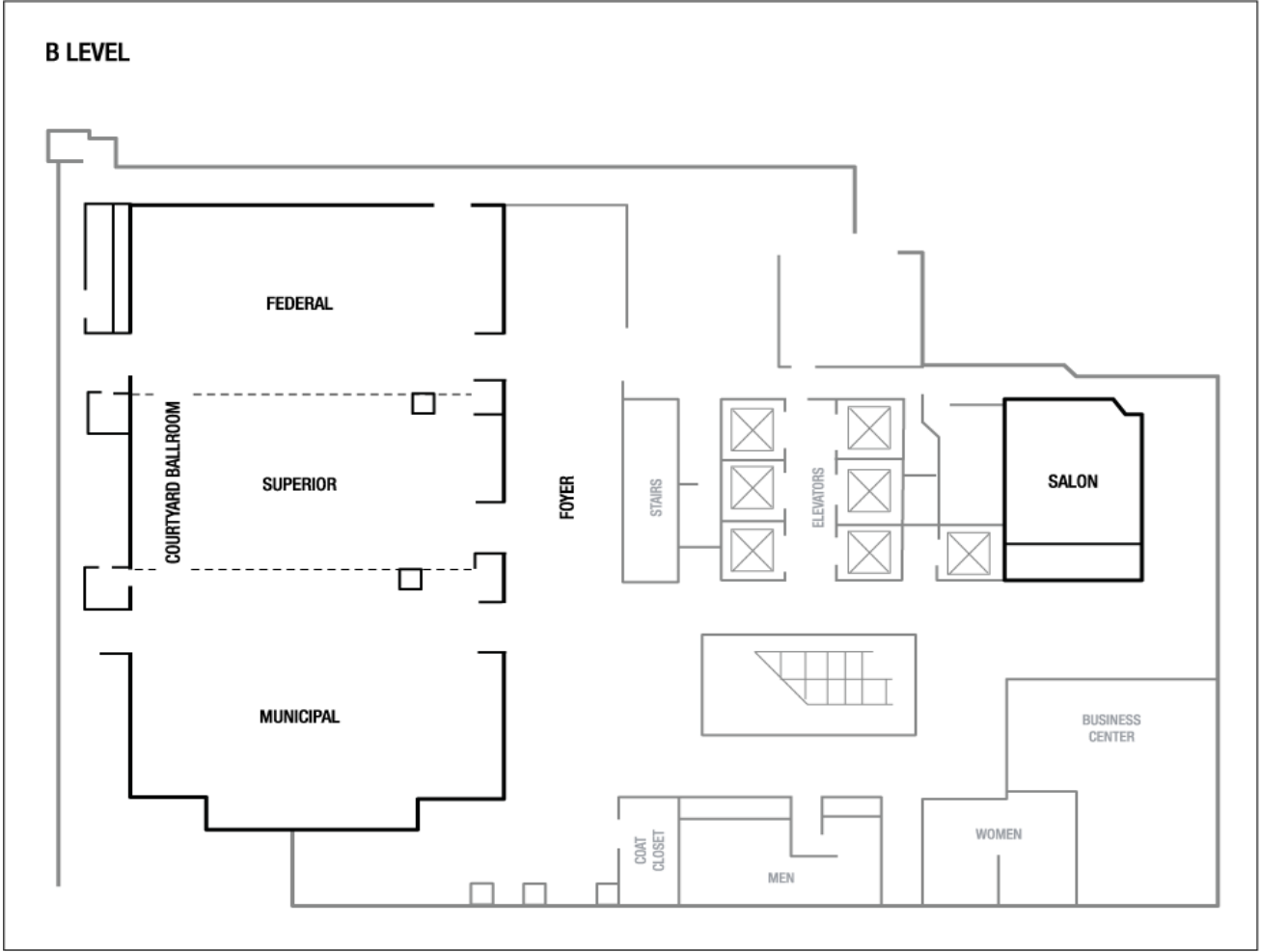
NWMUN reserves the right to restrict future registration for any participant or school if their delegates or faculty are not able to uphold their responsibility to the conference's code of conduct.

### **Delegates are expected to:**

- Remain “in character” at all times by consistently advocating the interests and representing the policies of the country assigned. To act “in character” also entails displaying respect for the opinions and ideas of fellow delegates, even if these opinions and ideas conflict with a given delegate’s own country priorities.
- Collaborate with fellow delegates where possible.
- Conduct themselves in a courteous and professional manner at all times:
  1. Excessive alcohol consumption should be avoided. The legal drinking age in Seattle is 21.
  2. The consumption of alcohol and other drugs in committee sessions is forbidden.
  3. Any issues related to illicit drugs will be immediately directed to the attention of Seattle authorities.
  4. Delegates who disrupt committee sessions or create problems in the hotel may be barred from further participation in the conference.

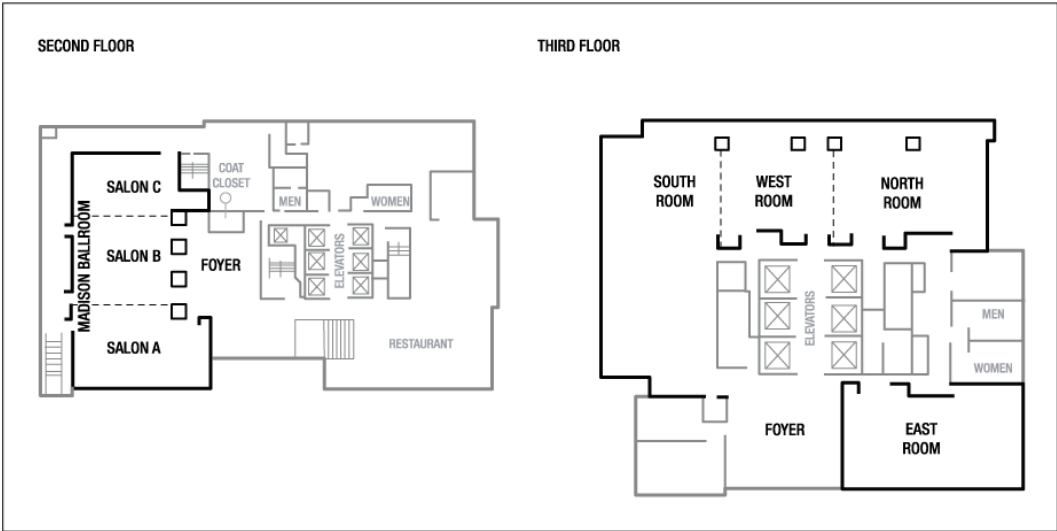
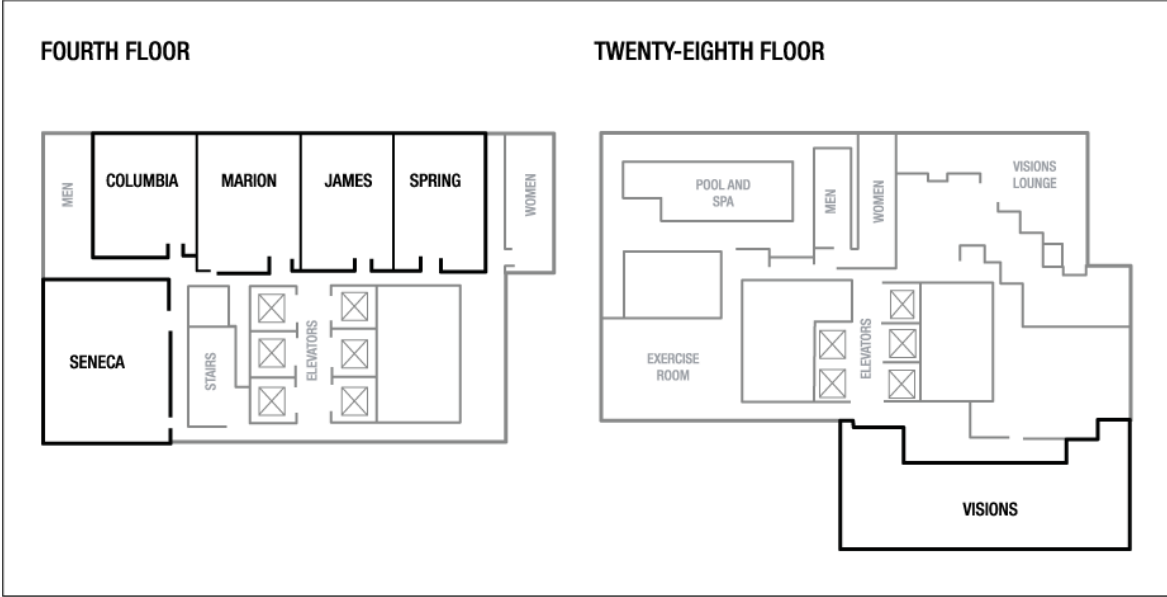
Delegates are encouraged to enjoy the variety of nighttime activities available in Seattle. Please bear in mind, however, that the purpose of your being here is to participate in NWMUN.

# HOTEL FLOOR PLAN



## COMMITTEE AND CONFERENCE ROOMS

Opening and Closing Ceremonies.....	Courtyard Ballroom (B Level)
Registration, Opportunity Fair and Conference Services Annex.....	Courtyard Foyer (B Level)
Coat and Bag Check (Sunday).....	Courtyard Closet (B Level)
General Assembly.....	Municipal (B Level)
World Health Organization.....	Superior (B Level)
World Summit on the Information Society.....	Federal (B Level)



COMMITTEE AND CONFERENCE ROOMS

- Human Rights Council..... East (3<sup>rd</sup> Floor)
- Security Council..... Spring (4<sup>th</sup> Floor)
- Reformed Security Council..... Marion (4<sup>th</sup> Floor)
- Conference Services & Home Government..... Columbia (4<sup>th</sup> Floor)
- Delegate Social..... Madison Ballroom (2<sup>nd</sup> Floor)
- Leadership Feedback Meetings ..... East (3<sup>rd</sup> Floor)
- Leadership Reception ..... R View (28<sup>th</sup> Floor)

## CONFERENCE SERVICES

Open to delegates throughout the conference and run by our knowledgeable and friendly staff, Conference Services houses the computer lab available for delegates. Conference Services is also the access point for delegates, head delegates and faculty to use for a variety of other helpful services available to all of our conference participants.

### ***Computer Lab***

A limited number of computers are available for delegate use during conference hours. Use is restricted to NWMUN-related business, including research, writing working papers, and printing documents as needed. No checking personal e-mail or social networking sites will be allowed.

### ***Printing***

Conference Services is able to print 1 copy of NWMUN-related documents, such as working papers or background research. Additional copies may be made or printed for a cost of 5¢ per copy. Draft resolutions and draft treaty segments, once approved by the dais, will be provided by the NWMUN staff to delegates; individual delegates do not need to imitate printing of approved documents.

### ***Badge and Placard Replacement***

If a delegate loses his or her placard, the delegate(s) will be responsible for a \$5 replacement charge. Badge and placard replacement requests can be made at Conference Services

### ***Document Generation***

Conference Services will receive any and all working papers and draft resolutions from the delegates for the purposes of back up, documentation and printing.

### ***Home Government***

Home Government is a resource made available to delegates so that they may check on the positions of their country on issues and events that arise during the conference's activities. Home Government is available to all delegates, but is particularly helpful for delegates who represent countries under discussion in the Security Council or the Reformed Security Council.

### ***Merchandise***

Conference Services will carry a limited amount of NWMUN branded items for sale. Items will be offered for sale at both the main Conference Services room, as well as the Annex.

### ***Conference Services Annex***

The Conference Services Annex is a booth that will be set up in the Courtyard Foyer on the B level throughout most of the conference. At this booth, merchandise and concessions will be available for sale, as well as Delegate Social tickets. Late registration on Friday will also be available at the Annex.

### ***Questions or Concerns?***

Any questions of NWMUN policy or procedure can be answered by members of our Executive Secretariat who can usually be found in Conference Services when not walking around the committee rooms.

# POSITION PAPER GUIDELINES

Position papers should be written in

1. Times New Roman,
2. Size 10 – 12 font
3. Single spaced,
4. 2 pages in length

**Please Note: Anything over 2 pages will not be read.**

Your position paper should consist of a well-developed introduction and a summary of the position of your country on each of the topics to be discussed in your committee. It is important to remember that while you will have lots of information on your country's actions on a local or national level, you must discuss your country's position on an international level, particularly including suggestions for policies and future action that could be taken. Examples of excellent position papers are available on the NWMUN – Seattle website.

## ***Submission Process***

We request each submit the position papers to the committee staff **by 11:59 pm (PST) on Saturday, November 1st.**

The processes as follows:

1. Please send each position paper in a separate e-mail to the committee with the subject line  
**COUNTRY - COMMITTEE**
2. Please cc all position paper submissions to [positionpapers@nwmun.org](mailto:positionpapers@nwmun.org).

## ***Committee E-Mail Addresses***

General Assembly  
[ga.seattle@nwmun.org](mailto:ga.seattle@nwmun.org)

Human Rights Council  
[hrc.seattle@nwmun.org](mailto:hrc.seattle@nwmun.org)

World Health Organization  
[who.seattle@nwmun.org](mailto:who.seattle@nwmun.org)

Security Council  
[sc.seattle@nwmun.org](mailto:sc.seattle@nwmun.org)

World Summit on the Information Society  
[wsis.seattle@nwmun.org](mailto:wsis.seattle@nwmun.org)

Reformed Security Council  
[rsc.seattle@nwmun.org](mailto:rsc.seattle@nwmun.org)

**Please Note: Delegates who have not submitted a position paper by the specified deadline will not be given consideration for awards.**

***Position papers should include, and will be evaluated, on the following items***

1. Formatting and presentation;
2. Conventions such as proper spelling and grammar;
3. The content should include:
  - a. Paragraph #1: Background information on the topic, why your country thinks it is important, relevant national commitments and action on the issue. Remember to focus on national policies which influence your country's action on this topic within the UN and internationally.
  - b. Paragraph #2: International commitments and your country's support of specific resolutions, initiatives, conventions or treaties. Describe what actions have been taken by your country to address prior international agreements made by your country.
  - c. Paragraph #3: Specific and concrete proposals for next steps on the topic, priority issues, and how your country can move forward on addressing the topic. This is the most important section of the position paper, and should be the longest paragraph.

Note: Citations are not necessary; position papers are a summary of the official policy of your country that you, as a delegate, are representing.

***Primary Sources for Information on your Country’s Position***

1. Speeches or statements made by your country on particular issues within the United Nations.  
*Research tip: Go to <http://unbisnet.un.org> and search for speeches made by your country, or go to your country’s Mission to the UN website, which can be found here: <http://www.un.int>.*
2. Voting record of your country, indicating its support or lack of support for particular resolutions.  
*Research tip: Go to <http://unbisnet.un.org> and search for Voting Record of your country*
3. Stated position on issues available online either via the country’s Mission to the United Nations, Embassy, or Foreign Ministry.  
*Research tip: Go to <http://www.un.int> for your country’s Mission to the United Nations, <http://www.usip.org/resources/foreign-affairs-ministries-web> or use a search engine for your country’s Foreign Ministry.*

**SAMPLE FORMAT AND CONTENT OUTLINE FOR POSITION PAPER**

***Delegation from [Member State]***  
***(Bold, Italicized, Times New Roman, Size 10-12)***

***Represented by [School Name]***  
***(Bold, Italicized, Times New Roman, Size 10-12)***

***Position Paper for [Committee Name]***  
***(Bold, Italicized, Times New Roman, Size 10-12)***

Introductory sentence providing an overview of the topics and, if appropriate, your delegation’s relationship with the committee. (Times New Roman, Size 10 – 12)

**I. Topic One Title (Bold, Times New Roman, Size 10-12, Centered)**

Paragraph #1: Background information on the topic, why your country thinks it is important, relevant national commitments and action on the issue. Remember to focus on national policies which influence your country’s action on this topic within the UN and internationally. (Times New Roman, Size 10 – 12)

Paragraph #2: International commitments and your country’s support of specific resolutions, initiatives, conventions or treaties. Describe what actions have been taken by your country to address prior international agreements made by your country (Times New Roman, Size 10 – 12)

Paragraph #3: Specific and concrete proposals for next steps on the topic, priority issues, and how your country can move forward on addressing the topic. This is the most important section of the position paper, and should be the longest paragraph. (Times New Roman, Size 10 – 12)

**II. Topic Two Title (Bold, Times New Roman, Size 10-12, Centered)**

Same content, structure and formatting as Topic I.

**III. Topic Three Title (Bold, Times New Roman, Size 10-12, Centered)**

Same content, structure and formatting as Topic I.

## EXAMPLE POSITION PAPER

*Delegation from  
The Republic of Lebanon*

*Represented by  
Northwest Regional University*

### *Position Paper for the Security Council*

The issues before the Security Council are: Protection of Civilians in Armed Conflict; and Security Council Reform. The Republic of Lebanon looks forward to actively seeking resolutions to each of these issues through collaborative efforts by all Member States represented on the Security Council.

#### **I. Protection of Civilians in Armed Conflict**

Protection of civilians in armed conflict, a principle enshrined in the Geneva Conventions, has remained a central concern for the United Nations and its Member States. Lebanon notes with concern that as many as ninety percent of all casualties in modern conflicts are civilians, and of these civilian casualties, most are women and children. In conjunction with the United Nations High Commissioner for Refugees, the Office of the High Commissioner for Human Rights (OHCHR), and other UN bodies, the Security Council is responsible for affirming and supporting the human rights of civilians in conflict zones. However, the mandate to protect civilians in armed conflict cannot be fully realized until the Security Council fully addresses the continuing Israeli occupation of Arab territories.

Having experienced the devastation of prolonged hostilities, Lebanon is decidedly invested in upholding and improving international instruments, which promote the protection of civilians in armed conflict. Lebanon believes that the primary responsibility for protecting civilians belongs to the individual states; solutions should respect state sovereignty and reflect the specific needs and capacity of each state. Nonetheless, intergovernmental organizations and regional organizations should continue to have an active role in preventative diplomacy and negotiation in order to protect civilians in conflict zones. Lebanon urges Member States to abide by the guidelines set forth in Security Council resolutions 1265 (1999), 1296 (2000), 1764 (2006), 1820 (2008), and 1998 (2011) and to fully implement these resolutions at the state level in order to protect the rights and lives of civilians in conflict zones.

The continuing use of cluster munitions is one of the greatest threats to civilians in conflict zones. Lebanon calls upon all Member States who have not yet done so to sign and ratify the 2008 Convention on Cluster Munitions, in accordance with the principles of the Universal Declaration of Human Rights and the Geneva Conventions. In September 2011, Lebanon hosted the Second Meeting of States Party to the Convention on Cluster Munitions under the banner “Together for a Safer Life”. In addition to addressing the elimination of cluster munitions, the meeting also discussed ways to provide humanitarian assistance and due compensation to victims of these weapons. Lebanon encourages all UN Member States to review the 2011 Beirut Declaration and the Beirut Progress Report.

Lebanon commends the Security Council for unanimously extending the mandate of the United Nations Interim Force in Lebanon (UNIFIL), whose participation is vital for maintaining the stability and security of Lebanon’s borders and civilians. Lebanon also applauds the UN High

Commissioner for Human Rights for taking time at the 2011 Security Council debate on Civilian Protection to draw attention to the recent humanitarian affronts of Israel in Gaza which endangered the lives of civilians and clearly violated international law.

## II. Security Council Reform

Security Council reform is a critical element of this initiative the Security Council is charged with maintaining international peace and security through its binding decisions. However, the ability of the Security Council to react swiftly and decisively in times of crisis has been constrained by the special interests of a few permanent members. The Security Council must reform to reflect the new geopolitical situation of the international community in order to maintain legitimacy and relevance as an instrument of peace and security. Furthermore, the working methods of the Security Council should be improved to ensure greater accountability and transparency.

Reforms should occur in a comprehensive and inclusive manner through established channels for intergovernmental negotiations. Lebanon insists that no artificial deadlines be placed on reform issues so that key issues can be fully negotiated and considered. General Assembly Decision 62/557 of 16 September 2008 (and its subsequent renewals) defines the ideal mechanisms for intergovernmental negotiations on Security Council reform. Accordingly, Lebanon recognizes the Intergovernmental Negotiations on Security Council Reform, formerly known as the Open-Ended Working Group on Security Council Reform, as a favorable platform for these negotiations. Lebanon welcomes the eighth round of negotiations, officially initiated on 28 November 2011. Lebanon extols the leadership of the General Assembly President and the Chair of Intergovernmental Negotiations for promoting the broadest possible consensus throughout this ongoing process.

Lebanon seeks reforms that will increase the participation of historically underrepresented groups and improve the ability of the Security Council to function effectively within the broader mandate of the United Nations. Lebanon urges all Member States to participate in fruitful negotiations to this end. Most troublingly, African states and members of the Organization of Islamic Cooperation lack adequate representation in the Security Council in spite of their significant presence and influence in the international community. The Security Council has repeatedly failed to react effectively, swiftly, and fairly to humanitarian crisis in these regions, indicating the inadequacy of the current membership structure.

Operational reforms should promote greater communication and interagency cooperation between the Security Council and General Assembly. In accordance with the views of the Non-Aligned Movement, the report of Security Council to the General Assembly should include an explanation of the rationale behind Security Council decisions. The report should also examine what factors, if any, constrained the ability of the Security Council to act effectively. The use of the veto should be constrained or discouraged, and permanent members should be held accountable for their vetoes. In addition, the Security Council should respect the provenance of the General Assembly and ECOSOC and avoid the egregious use of Chapter VII.

Lebanon anticipates significant progress towards these negotiations in the coming year.



# GUIDELINES FOR WRITING RESOLUTIONS

## *What is a Resolution?*

A resolution is a statement of international opinion, or a piece of international law. It is the primary output of committees in the United Nations. Most committees adopt resolutions that are statements; however, the Security Council (and Reformed Security Council) adopts binding resolutions.

## *Stages in the Life of a Resolution*

### WORKING PAPER

When delegates have just begun working on the document, the document is not a “resolution,” but a “working paper.” A document is a **working paper** from the moment it is created until it is “codified” or “approved by the dais,” which essentially means that it has been edited and meets the format rules of the conference, at which point it becomes a **draft resolution**. Prior to this approval, it is not officially property of the committee, and cannot be referred to in speeches.

### DRAFT RESOLUTION

The **draft resolution** phase begins with being codified, at which point the code is added to the top of the document, and the sponsor and signatory lists are removed. At this point the members of the committee can vote it upon. It can be printed and distributed to the delegates and now it can be referred to in speeches. It is also now the “property of the body,” meaning that it is no longer “owned” by the authors but by the committee at large. The **draft resolution** phase ends when delegates move into Voting Bloc on the topic.

### RESOLUTION

After a **draft resolution** has been voted on in voting bloc, it becomes a resolution (if it passes).

## *Parts of a Resolution*

### CODE

The code is used for identification and consists of four parts – the committee acronym (i.e. “SC”), the status (“RES” for resolution, “DR” for **draft resolution**), the number of the topic (you can find this in the background guides), and the number of the document itself, with 1 being the 1st one being approved by the Dais.

*Example:* For the General Assembly’s 1st draft resolution on its 3rd topic, the code is GA/DR/3/1.

### COMMITTEE

This is the full name of your committee.

### SPONSORS

Sponsors of a draft resolution are countries that support the resolution; they are bound to support it and vote in favor of it by virtue of being a sponsor. Usually, the list of sponsors is the list of the primary authors of the draft resolution. The dais removes the list of sponsors when the working paper is codified.

## **SIGNATORIES**

Signatories are similar to sponsors, except that they are not bound to support the document. “Signing on,” or becoming a signatory, means that you want the resolution to be debated and/or voted upon – no more, no less.

**Note:** The number of total signatories and sponsors will be announced by the dais at the end of the first committee session, and will be written up visibly within the committee room. The total minimum number of sponsors + signatories is equal to 20% of delegates present during the first committee session, with minimum of 1 sponsor.

An example of this is, if you have 50 delegates present after the first roll call has taken place, the minimum number of sponsors+ signatories is 10; thus you must have at least 9 signatories and 1 sponsor to present the working paper to the dais for consideration and edits.

## **TITLE**

The title is usually the title of your topic (i.e. “The Situation in Iran”), though it can also refer to a particular proposal within the document at the discretion of the sponsors and the dais.

## **PREAMBULAR / PREAMBULATORY CLAUSES**

Preambular clauses (also known as “preambulatory clauses” or “pre-ams”) are the clauses that provide context, reasoning and justification for the operative clauses. They usually “set up the problem” or explain why the committee feels a need to act. They also usually get more specific and state why the committee feels a need to act in the specific way they’re going to. The first portion of the clause is italicized. Preambular clauses may not be amended or divided.

## **OPERATIVE CLAUSES**

Operative clauses are the parts of the resolution that actually do something. If you’re sending in peacekeepers, condemning a country’s actions, calling for a ceasefire, or allocating money, it takes place in the operative clauses. The first portion of the clause is underlined, and each operative clause is numbered.

*Please see the next two pages for words that can be used to begin preambular and operative clauses as well as examples of the language, tone and structure of these clauses.*

***Preambular Clauses***

Affirming	Appreciating	Bearing in mind
Also bearing in mind	Believing	Calling attention
Commending	Conscious	Deeply alarmed
Deeply appreciative	Deeply concerned	Deeply conscious
Deeply disturbed	Desirous	Determined
Emphasizing	Expressing concern	Expressing its concern
Expressing its regret	Expressing particular concern	Expressing its satisfaction
Expressing its support	Having considered	Having examined
Having received	Looking forward	Noting with concern
Noting with gratitude	Noting with satisfaction	Profoundly concerned
Reaffirming	Realizing	Recalling
Re-emphasizing	Regretting	Reiterating its appreciation
Reiterating its conviction	Reiterating its dismay	Stressing
Stressing its desire	Strongly emphasizing	Strongly supporting
Taking note	Taking note with satisfaction	Welcoming

**Examples of Preambular Clauses:**

*Guided* by the Charter of the United Nations and the Universal Declaration of Human Rights, and recalling the International Covenants on Human Rights and other relevant human rights instruments,  
**[Note the broad reference to the Charter of the United Nations and all relevant international human rights instruments – often at the beginning of a resolution]**

*Reaffirming* the Beijing Declaration and Platform for Action, the outcome of the twenty-third special session of the General Assembly, the Convention on the Elimination of All Forms of Discrimination against Women and international law, in particular international human rights and humanitarian law,  
**[Note the specific references to international documents of particular relevance to the topic at hand, which in this case is gender equality]**

*Calling upon* the [Member State] to cooperate with the international community in order to achieve concrete progress with regard to human rights and fundamental freedoms, and to take immediate steps to ensure a free and fair electoral process which is transparent and inclusive, leading to a genuine democratic transition through concrete measures,  
**[Note the specific calls for a Member State in particular to take action broadly within their country]**

*Recalling also* all relevant Security Council resolutions and statements by the President of the Council on the situation in [Country], in particular resolutions 1659 (2006) of 15 February 2006, 1817 (2008) of 11 June 2008, 1868 (2009) of 23 March 2009 and 1890 (2009) of 8 October 2009, as well as the statements by the President of the Council of 11 July 2008 and 15 July 2009,  
**[Note the specific list of relevant resolutions and presidential statements]**

***Operative Clauses***

Acknowledges	Affirms	Affirms its confidence
Appeals	Appoints	Appreciates deeply
Approves	Authorizes	Calls
Calls for	Call upon	Calls once more upon
Commends	Condemns	Considers
Declares	Declares its firm opposition	Declares its solidarity
Demands	Denounces	Deplores
Determines	Encourages	Endorses
Expresses concern	Expresses its appreciation	Expresses its deep concern
Expresses its full support	Expresses its gratitude	Fully supports
Notes with appreciation	Notes with interest	Notes with satisfaction
Proclaims	Reaffirms	Recalls
Recommends	Rejects	Renews its appeal
Renews its request	Requests	Shares the concern
Stresses	Strongly condemns	Suggests
Supports	Takes note	Takes note with appreciation
Takes note with satisfaction	Urges	Welcomes

**Example:**

6. *Requests* the States parties to the relevant instruments on weapons of mass destruction to consult and cooperate among themselves in resolving their concerns with regard to cases of non-compliance as well as on implementation, in accordance with the procedures defined in those instruments, and to refrain from resorting or threatening to resort to unilateral actions or directing unverified non-compliance accusations against one another to resolve their concerns;

**[Note: Clause calls upon Member States that are party to specific agreements to adhere to guidelines and take action on implementation]**

12. *Strongly calls upon* [Government] to take urgent measures to put an end to violations of international human rights and humanitarian law, including the targeting of persons belonging to particular ethnic groups, the targeting of civilians by military operations, and rape and other forms of sexual violence, and to end impunity for such acts;

**[Note: Clause calls upon a specific Government to end human rights violations in country]**

8. *Requests* the Secretary-General to seek the views of Member States on the issue of the promotion of multilateralism in the area of [issue] and to submit a report thereon to the General Assembly at its sixty-fifth session;

**[Note: Requests that the Secretary-General submit a report on a specific aspect of an issue for the next session]**

# RULES SHORT FORM AND EXPLANATION

\*\* These Are the Only Points or Motions Accepted During Voting Procedure \*\*

Motion	Purpose	Debate	Vote	Explanation
<b>** Point of Order **</b>	Correct an error in procedure	None	None	Delegates should cite a rule to correct an error made by the committee staff only
<b>Point of Information</b>	Ask a question regarding procedure	None	None	Question directed at the dais; Used to clarify or request information
<b>** Appeal of the Chair **</b>	Challenge a decision of the Chair	None	2/3	Questions the Chair's ruling; should follow a Point of Order
<b>Suspension of the Meeting</b>	Recess meeting	None	Majority	Used to go into caucus or to break for a given time (such as lunch/dinner, or a break until next day)
<b>Adjournment of the Meeting</b>	End meeting	None	Majority	Used only on Sunday; ends the committee for the year
<b>Adjournment of the Debate</b>	End debate without a substantive vote	2 pro/2 con	Majority	Tables the topic; requires a <b>roll call vote</b> .
<b>Decision of Competence</b>	Declare committee unable to consider issue or resolution	None	Majority	Used to declare that the issue or topic is outside of the powers or mandate of the committee (and move to another topic)
<b>Closure of Debate</b>	Move to immediate vote on this topic	2 con	2/3	Ends all discussion on current topic and moves committee immediately into voting
<b>Declare an Important Question (GA Plenary only)</b>	Require all substantive actions to obtain a 2/3 majority to pass;	2 pro/2 con	Majority	See GA Plenary long form rules for explanation
<b>** Division of the Question **</b>	Consider operative clause(s) separately from rest of draft resolutions; <b>highlights importance</b> of clause.  <i>Part I:</i> Procedural vote on the matter of whether or not the motion should even be considered (all members of committee may vote);  <i>Part II:</i> Substantive vote to accept/reject separated operative clause(s) if separation is approved by procedural vote in Part I.	2 pro/2 con  None	Majority  Majority	Voted on in order of most to least destructive (this determination made by Director/President).  If <i>Part II</i> passes: operative clause(s) are passed as an annex to resolution (Please refer to Voting Procedure handout)  If <i>Part II</i> fails: operative clause(s) discarded completely
<b>** Adopt By Acclamation **</b>	Pass a draft resolution without a placard or roll call vote	None	None	Chair asks for objections to passage; if there are no objections, document passes (if objected to, placard or roll call vote used.)
<b>** Roll Call Vote **</b>	Vote by roll call, rather than show of placards	None	None	Automatically granted once requested (used to highlight important vote and to record each member's vote individually)
<b>Reconsideration</b>	Re-open debate on a topic previously tabled through Adjournment of Debate	2 con	2/3	If passed, un-tables topic. Must be made by a member which voted in favor of the initial motion for Adjournment of Debate
<b>Set the Speakers' Time</b>	Set or change the speakers' time limit	2 pro/2 con	Majority	First thing done after opening Speakers List and adjusted as needed by delegates
<b>Close the Speakers' List (also re-open the list)</b>	No additional speakers added to speakers' list on topic (also to remove this restriction)	None	Majority	Prevents new speakers from being added to list (also applies to re-opening list);
<b>Adoption of the Agenda</b>	Approval of the agenda order	None	Majority	Determines the order in which the topics will be discussed

All points and motions are listed in their order of precedence, with those listed higher on this list taking precedence over those listed lower. If there are multiple motions of the same type they will be considered and voted upon in the order they were received, unless otherwise stated here.

# RULES OF PROCEDURE: LONG FORM

## *Introduction*

1. These rules shall be the only rules, which apply to the General Assembly Plenary (hereinafter referred to as “the Assembly”) and shall be considered adopted by the Assembly prior to its first meeting. These rules shall also apply to all other committees, except where superseded by a rules addendum for that body.
2. The World Health Organization, Human Rights Council, United Nations Human Settlements Programme, and United Nations Population Fund may also use these rules of procedure. The Security Council, Reformed Security Council and World Summit on the Information Society shall use these rules of procedure except where they are superseded by the rules of procedure addendum for each of these bodies. Rules that apply solely to specific organs of the United Nations shall be noted as such.
3. For purposes of these rules, the Committee Director, the Assistant Director(s), Chair(s) and the Director-General are designates and agents of the Secretary-General, and are collectively referred to as the “Secretariat”.
4. Interpretation of the rules shall be reserved exclusively to the Director-General or his or her designate. Such interpretation shall be in accordance with the philosophy and principles of Northwest Model United Nations (herein referred to as “NWMUN”) and in furtherance of the educational mission of the conference.
5. For the purpose of these rules, “President” shall refer to the chairperson or acting chairperson of the body.

## **I. COMPOSITION**

### Rule 1 – Membership

1. The General Assembly shall consist of all members of the United Nations.
2. Each member shall have no more than one representative in each body.

## **II. SESSIONS**

### Rule 2 – Dates of convening and adjournment

The Assembly shall meet every year, when possible, in regular session, commencing and closing on the dates designated by the Secretary-General.

### Rule 3 – Place of sessions

The Assembly shall meet at a location designated by the Secretary-General.

## **III. AGENDA**

### Rule 4 – Provisional agenda

The provisional agenda shall be drawn up by the Secretary-General and communicated to the Members of the United Nations at least sixty days before the opening of the session.

**Rule 5 – Adoption of the agenda**

The agenda provided by the Secretary-General shall be considered adopted as of the beginning of the session. The order of the agenda items shall be determined by a majority vote of those present and voting. Items on the agenda may be amended or deleted by the Assembly by a two-thirds majority of the members present and voting.

*The vote described in this rule is a procedural vote and, as such, all delegates (including observers) must cast a vote. For purposes of all rules of procedure except where otherwise indicated, “those present and voting” and “members present and voting” means, for procedural questions, those delegates, including observers, in attendance at the meeting during which this motion comes to a vote.*

**Rule 6 – Revision of the agenda**

During a session, the Assembly may revise the agenda by adding, deleting, deferring or amending items. Only important and urgent items shall be added to the agenda during a session. Permission to speak on a motion to revise the agenda shall be accorded only to two representatives in favor of, and two opposed to, the revision. Additional items of an important and urgent character, proposed for inclusion in the agenda less than thirty days before the opening of a session, may be placed on the agenda if the Assembly so decides by a two-thirds majority of the members present and voting. No additional item may, unless the General Assembly decides otherwise by a two-thirds majority of the members present and voting, be considered until a committee has reported on the question concerned.

*As the General Assembly Plenary determines the agenda for its Committees, this rule is applicable only to the Plenary body. Items cannot be amended or added to the agenda by any of the Committees of the Assembly. For purposes of these rules, the determination of an item of an “important and urgent character” is subject to the discretion of the Secretariat, and any such determination is final. If an item is determined to be of such a character, then it requires a two-thirds vote of the Assembly to be placed on the agenda. It will, however, not be considered by the Assembly until a committee has reported on the question, or a second two-thirds vote is successful to keep the Plenary body seized of the matter. The votes described in this rule are substantive votes, and, as such observers are not permitted to cast a vote. For purposes of this rule, “the members present and voting” mean those members (not including observers) in attendance at the session during which this motion comes to a vote, and who cast either an affirmative or negative vote.*

**Rule 7 – Explanatory Memorandum**

Any item proposed for inclusion in the agenda shall be accompanied by an explanatory memorandum and, if possible, by basic documents.

**IV. SECRETARIAT****Rule 8 – Duties of the Secretary-General**

1. The Secretary-General or his or her designate shall act in this capacity in all meetings of the Assembly.
2. The Secretary-General shall provide the Director-General, who will provide and direct the staff required by the Assembly. The Secretary-General will also be responsible for all the arrangement that may be necessary for its meeting.

**Rule 9 – Duties of the Secretariat**

The Secretariat shall receive, print, and distribute documents, reports, and resolutions of the

Assembly, and shall distribute documents of the Assembly to the Members of the United Nations and generally perform all other work, which the Assembly may require.

**Rule 10 – Statements by the Secretariat**

The Secretary-General, or his or her representative, may make oral as well as written statements to the Assembly concerning any question under consideration, or concerning any matter they deem to warrant the Assembly's attention.

**Rule 11 - Selection and replacement of the President**

The President shall be appointed prior to the first meeting of the Assembly. For the purposes of facilitation of debate, the President shall not be a delegate. Instead, the Director-General, who will choose the President from applications received by the specified deadline, shall do this appointment. The President shall chair the Assembly for the duration of the conference, unless otherwise decided by the Director-General. If the President is unable to perform his or her functions, a new President shall be appointed for the unexpired term at the discretion of the Director-General.

**Rule 12 - Security Council and Reformed Security Council representatives**

The Director-General reserves the right to reassign a representative of a member of the General Assembly to fill a vacant spot of that same member in the Security Council or Reformed Security Council. The Security Council will have priority over the Reformed Security Council in the case that both representatives are not present.

## V. LANGUAGE

**Rule 13 - Official and working language**

English shall be both the official and working language of the Assembly.

**Rule 14 – Interpretation (oral) or translation (written)**

Any representative wishing to address any United Nations organ or submit a document in a language other than English shall provide interpretation or translation into English.

*This rule does not affect the total speaking time allotted to those representatives wishing to address the body in a language other than English. As such, both the speech and the interpretation must be within the set time limit.*

## VI. CONDUCT OF BUSINESS

**Rule 15 – Quorum**

The President may declare a meeting open and permit debate to proceed when representatives of at least one third of the members of the Assembly are present. The presence of representatives of a majority of the members of the Assembly shall be required for any decision to be taken.

*For purposes of this rule, “members of the Assembly” means the total number of members (not including observers) in attendance at the Friday night meeting.*

**Rule 16 – General powers of the President**

In addition to exercising the powers conferred upon her/him elsewhere by these rules, the President shall declare the opening and closing of each meeting of the Assembly, direct the



discussion, ensure observance of these rules, accord the right to speak, put questions to the vote and announce decisions. The President, subject to these rules, shall have complete control of the proceedings of the Assembly and over the maintenance of order at its meetings. He or she shall rule on points of order. He or she may propose to the Assembly the closure of the list of speakers, a limitation on the time to be allowed to speakers, the adjournment or closure of debate, and the suspension or adjournment of a meeting.

*Included in these enumerated powers is the President's power to assign speaking times for all speeches incidental to motions and amendments. Further, the President is to use his or her discretion, upon the advice and at the consent of the Secretariat, to determine whether to entertain a particular motion based on the philosophy and principles of NWMUN. Such discretion should be used on a limited basis and only under circumstance where it is necessary to advance the educational mission of the conference. For purposes of this rule, the President's power to "propose to the Assembly" entails his or her power to "entertain" motions, and not to move the body on his or her own accord.*

#### Rule 17 – Order of motions

The order of precedence of motions shall be the order that the motions are listed in the short form of the rules.

#### Rule 18 – Points of Order

1. During the discussion of any matter, a representative may rise to a point of order, which shall be decided immediately by the President. Any appeal of the decision of the President shall be immediately put to a vote, and the decision of the President shall stand unless overruled by a 2/3 majority of the members present and voting.

2. A representative may not, in rising to a point of order, speak on the substance of the matter under discussion. Point of order pertains only to procedural matters.

*Such points of order should not interrupt the speech of a fellow representative. Any questions on order arising during a speech made by a representative should be raised at the conclusion of the speech, or can be addressed by the President, sua sponte, during the speech. The ability to overrule the decision of the President on certain procedural questions, referred to as "Appeal of the Decision of the Chair," is a procedural question and, as such, all delegates (including observers) must cast a vote. For purposes of this rule, "the members present and voting" mean those members in attendance at the meeting during which this motion comes to a vote.*

#### Rule 19 – Point of Information

During the discussion of any matter, a representative may rise to a point of information, which shall be immediately answered by the President or Secretariat. A point of information may pertain to procedural matters of the committee, substantive matters dealing with the question before the body, but may not pertain to a speech that a representative has made.

*When answering a point of information pertaining to the question, the President or Secretariat may only answer with facts pertaining to the question, and not with personal opinion or with recommendations on how to deal with the question.*

#### Rule 20 – Speeches

1. No one may address the Assembly without having been previously recognized by the President. The President shall call upon speakers in the order in which they signify their desire to speak.

2. Debate shall be confined to the question before the Assembly, and the President may call a speaker to order if his or her remarks are not relevant to the subject under discussion.

3. The Assembly may limit the time allowed to speakers and all representatives may speak on any question. Permission to speak on a motion to set such limits shall be accorded only to two representatives favoring and two opposing such limits, after which the motion shall be immediately put to the vote. When debate is limited and a speaker exceeds the allotted time, the President shall call her or him to order without delay.

*In line with the philosophy and principles of NWMUN and its educational mission, and for the purpose of facilitating debate, if the President determines that the Assembly in large part does not want to deviate from the limits to the speaker's time as it is then set, and that any additional motions will not be well received by the body, the President may rule as dilatory any additional motions to change the limits of the speaker's time.*

#### Rule 21 – Closing of the list of speakers

1. Members may only be on the list of speakers once, but may be added again after having spoken. During the course of debate the President may announce the list of speakers and, with the consent of the Assembly, declare the list closed. When there are no more speakers, the President shall declare the debate closed. Such closure shall have the same effect as closure by decision of the Assembly.

2. During the discussion of any matter, a representative may move to close the speakers list. The motion shall be put to a vote, requiring the support of a majority of the members present and voting to pass.

*The decision to announce the list of speakers is within the discretion of the President and should not be the subject of a motion by the Assembly. A motion to close the speakers list is within the purview of the Assembly and the President should not act on his or her own accord. The vote described in this rule is a procedural question and, as such, all delegates (including observers) must cast a vote. For purposes of this rule, "the members present and voting" mean those members in attendance at the meeting during which this motion comes to a vote.*

#### Rule 22 – Right of reply

If a remark during a representative's speech impugns the integrity of another representative's State or is a gross misstatement of fact regarding another representative's State, the President may permit that representative to exercise his or her right of reply following the conclusion of the speech, and shall determine an appropriate time limit for the reply. No ruling on this question shall be subject to appeal.

*For purposes of this rule, a remark that "impugns the integrity of a representative's State" or is a "gross misstatement of fact regarding a representative's State" is one directed at the governing authority of that State and/or one that puts into question that State's sovereignty or a portion thereof. All interventions in the exercise of the right of reply shall be addressed in writing to the Secretariat and shall not be raised as a point of order or motion. The representative shall read the reply to the Assembly only upon approval of the Secretariat, and in no case after voting has concluded on all matters relating to the agenda topic, during the discussion of which, the right arose.*

#### Rule 23 – Suspension of the meeting

1. During the discussion of any matter, a representative may move for a suspension of the

meeting, specifying a time for reconvening. Such motions shall not be debated but shall be put to a vote, requiring the support of a majority of the members present and voting to pass.

2. During the discussion of any matter, a representative may move for a moderated debate, which is a form of a suspension of the meeting, specifying an amount of time for the moderated debate as well as a speaking time. Such motions shall not be debated but shall be put to a vote, requiring the support of a majority of the members present and voting to pass.

*The votes described in this rule are a procedural questions and, as such, all delegates (including observers) must cast a vote. For purposes of this rule, “the members present and voting” mean those members in attendance at the meeting during which this motion comes to a vote. Moderated debates are facilitated by the committee staff.*

#### Rule 24 - Adjournment of the meeting

During the discussion of any matter, a representative may move for adjournment of the meeting. Such motions shall not be debated but shall be put to a vote, requiring the support of a majority of the members present and voting to pass. After adjournment, the Assembly shall reconvene at its next regularly scheduled meeting time.

*As this motion, if successful, would end the meeting until the Assembly’s next regularly scheduled session the following year, and in accordance with the philosophy and principles of the NWMUN and in furtherance of its educational mission, the President will not entertain such a motion until the end of the last meeting of the Assembly. The vote described in this rule is a procedural question and, as such, all delegates (including observers) must cast a vote. For purposes of this rule, “the members present and voting” mean those members in attendance at the meeting during which this motion comes to a vote.*

#### Rule 25 - Adjournment of debate

A representative may at any time move for an adjournment of debate of the question. Permission to speak on the motion shall be accorded to two representatives favoring and two opposing adjournment of debate, after which the motion shall be immediately put to a vote, requiring the support of a majority of the members present and voting to pass. This vote must be taken by roll call. If a motion for adjournment of debate passes, the topic is considered dismissed and no action will be taken on it.

*The vote described in this rule is a procedural vote and, as such, all delegates (including observers) must cast a vote. For purposes of this rule, “those present and voting” mean those delegates, including observers, in attendance at the meeting during which this motion comes to a vote.*

#### Rule 26 – Decision of competence

During the discussion of any matter, a representative may raise a decision of competence, which shall be decided by a majority vote of the Assembly. The decision of competence shall be moved when a representative feels that a question or proposal is out of the purview of the committee.

#### Rule 27 - Closure of debate

A representative may at any time move for the closure of debate on the question. Permission to speak on the motion shall be accorded to two representatives opposing the closure, after which the motion shall be put to the vote immediately. Closure of debate shall require a two-thirds majority of the members present and voting. If the Assembly favors the closure of debate, the Assembly shall immediately move to vote on all proposals introduced under that agenda item.

*The vote described in this rule is a procedural vote and, as such, all delegates (including observers) must cast a vote. For purposes of this rule, “those present and voting” mean those delegates, including observers, in attendance at the meeting during which this motion comes to a vote.*

#### Rule 28 - Reconsideration of a topic

When a topic has been adjourned, it may not be reconsidered at the same session unless the Assembly, by a two-thirds majority of those present and voting, so decides. Reconsideration can only be moved by a representative who voted on the prevailing side of the original motion to adjourn. Permission to speak on a motion to reconsider shall be accorded only to two speakers opposing the motion, after which it shall be put to the vote immediately.

*The vote described in this rule is a procedural vote and, as such, all delegates (including observers) must cast a vote. For purposes of this rule, “those present and voting” mean those delegates, including observers, in attendance at the meeting during which this motion comes to a vote.*

#### Rule 29 – Proposals and amendments

Proposals and substantive amendments shall be submitted in writing to the Secretariat, with the names of twenty percent of the members of the Assembly that would like the Assembly to consider the proposal or amendment. The Secretariat may, at its discretion, approve the proposal or amendment for circulation among the delegations. As a general rule, no proposal shall be put to the vote at any meeting of the Assembly unless copies of it have been circulated to all delegations. The President may, however, permit the discussion and consideration of proposals and amendments, even though such proposals and amendments have not been circulated. If the sponsors agree to the adoption of an amendment, the proposal shall be modified accordingly and no vote shall be taken on the amendment. If any sponsors should oppose the adoption of an amendment, a substantive vote on the amendment shall be taken prior to the consideration of the proposal during voting procedure. A document modified in this manner shall be considered as the proposal pending before the Assembly for all purposes, including subsequent amendments.

*For purposes of this rule, all “proposals” shall be in the form of working papers prior to their approval by the Secretariat. Working papers will not be copied, or in any other way distributed, to the Assembly by the Secretariat. The distribution of such working papers is solely the responsibility of the sponsors of the working papers. Along these lines, and in furtherance of the philosophy and principles of NWMUN and for the purpose of advancing its educational mission, representatives should not directly refer to the substance of a working paper that has not yet been accepted as a draft resolution.*

After approval of a working paper, the proposal becomes a draft resolution and will be copied by the Secretariat for distribution to the Assembly. These draft resolutions are the collective property of the Assembly and, as such, the names of the original sponsors will be removed. The copying and distribution of amendments is at the discretion of the Secretariat, but the substance of all such amendments will be made available to all representatives in some form.

#### Rule 30 - Amendments

An amendment is a proposal that does no more than add to, delete from, or revise part of another proposal.

An amendment can add, revise, or delete operative clauses, but cannot in any manner add, amend, delete, or otherwise affect perambulatory clauses.

#### Rule 31 - Withdrawal of proposals, amendments and motions

A proposal, amendment, or motion may be withdrawn by its sponsor(s) at any time before voting has commenced, provided that it has not been amended. A proposal, amendment, or motion thus withdrawn may be reintroduced by any representative.

## VII. VOTING

#### Rule 32 - Voting rights

Each member of the Assembly shall have one vote.

*This rule applies to substantive voting on amendments, draft resolutions, and portions of draft resolutions divided out by motion. As such, all references to “member(s)” do not include observers, who are not permitted to cast votes on substantive matters, but may vote on procedural matters.*

#### Rule 33 - Request for a vote

A proposal before the Assembly shall be voted upon if any representative so requests. Where no representative requests a vote, the Assembly may adopt proposals or motions without a vote.

*For purposes of this rule, “proposal” means any draft resolution, an amendment thereto, or a portion of a draft resolution divided out by motion. Just prior to a vote on a particular proposal or motion, the President may ask if there are any objections to adopting the proposal or motion by acclamation, or a representative may move to accept the proposal or motion by acclamation. If there are no objections to the proposal or motion, then it is adopted without a vote.*

#### Rule 34 - Majority required

Unless specified otherwise in these rules, decisions of the Assembly shall be made by a majority of the members present and voting.

*This section of the rules refers to voting on “proposals,” which primarily refers to votes taken on draft resolutions. For the purpose of tabulation, the phrase “members present and voting” means members casting an affirmative or negative vote. Members that abstain from voting are considered as not voting. All members declaring their representative States as “present and voting” during the attendance roll call for the meeting during which the substantive voting occurs must cast an affirmative or negative vote, and cannot abstain.*

#### Rule 35 - Important questions

1. The Assembly may declare a question as important. Motions to declare a topic an important question must be made at the outset of the voting procedure for that topic; such motions may only be made by the Assembly. On such a motion, two members may speak in favor of the motion and two may speak against it. The motion shall then be immediately put to the vote, requiring the support of a majority of the members present and voting to pass.

Decisions of the General Assembly on important questions shall be made by a two-thirds majority of the members present and voting. These questions shall include: recommendations with respect to the maintenance of international peace and security, the election of non-permanent members of the Security Council, the election of members of the Economic and Social Council, the election of the members of the Trusteeship Council, the admission of new

Members to the United Nations, the suspension of the rights and privileges of membership, the expulsion of members, questions relating to the operation of the trusteeship system, and budgetary questions.

2. Decisions of the Assembly on amendments to proposals relating to important questions, and on parts of such proposals put to the vote separately, shall be made by a two-thirds majority of the members present and voting.

*For the purpose of tabulation, the phrase “members present and voting” means members casting an affirmative or negative vote. Members that abstain from voting are considered as not voting. All members declaring their representative States as “present and voting” during the attendance roll call for the meeting during which the substantive voting occurs must cast an affirmative or negative vote, and cannot abstain. This rule does not apply to any body besides the General Assembly Plenary.*

#### Rule 36 – Arrears in payment

A member of the United Nations that is in arrears in the payment of its financial contributions to the Organization shall have no vote in the Assembly. The Secretary-General may, nevertheless, permit such a member to vote if he or she is satisfied that the failure to pay is due to conditions beyond the control of the member and that the payment shall be received by the end of the conference.

*For the purposes of this rule, the phrase “financial contributions to the Organization” means conference fees owed to NWMUN.*

#### Rule 37 - Method of voting

1. The Assembly shall normally vote by a show of placards, except when a representative requests a roll call vote, which shall be taken in the English alphabetical order of the names of the members. The name of each present member shall be called in any roll call vote, and one of its representatives shall reply “yes,” “no,” “no with rights,” “abstention,” or “pass.”

2. When the Assembly votes by mechanical means, a non-recorded vote shall replace a vote by show of placards and a recorded vote shall replace a roll-call vote. Any representative may request a recorded vote. In the case of a recorded vote, the Assembly shall dispense with the procedure of calling out the names of the members.

3. The vote of each member participating in a roll call or a recorded vote shall be inserted in the record.

*Only those members who designate themselves as “present” or “present and voting” during the attendance roll call, or in some other manner communicate their attendance to the President and/or Secretariat, are permitted to vote and, as such, no others will be called during a roll-call vote. For purposes of tabulation, “no with rights” shall be considered a “no” as well as a statement of the delegate’s intent to give an explanation of vote. Any representatives replying “pass,” must, on the second time through, respond with either “yes” or “no.” A “pass” cannot be followed by a second “pass” for the same proposal or amendment, nor may it be followed by an abstention on that same proposal or amendment, nor may the representative explain their vote.*

#### Rule 38 – Explanations of vote

Representatives may make brief statements consisting solely of an explanation of their vote after the voting has been completed. A representative sponsoring a proposal shall not speak in

explanation of vote thereon, except if it has been amended, and the member has voted against the proposal or motion.

*Explanations of vote may only be made by sponsors of a draft resolution who voted against passage of the document – a case only allowed if the draft resolution is amended via unfriendly amendment. To explain such a vote, the delegate must vote “No with rights” during a roll call vote on the draft resolution and will be granted a length of time to speak after the cessation of voting, but prior to the announcement of the vote total and the outcome of the vote. For purposes of tabulation, “no with rights” shall be considered a “no” as well as a statement of the delegate’s intent to give an explanation of vote. This speaking time shall be used only for the explanation of the shift in the delegate’s position as a result of amendment to the draft resolution.*

#### Rule 39 - Conduct during voting

After the President has announced the commencement of voting, no representatives shall interrupt the voting except on a point of order in connection with the actual process of voting. No communication of any variety shall take place between representatives during voting procedure.

*For purposes of this rule, an “interruption” refers to any action that would slow or stop the progress of the committee in voting. This includes the permitted point of order (as well as the related right to appeal the President’s ruling) as well as other types of interruptions, which are not permitted, such as speaking, passing notes, using electronic devices, or non-verbal communication. This rule does not prevent the use of motions, designated on the Short Form of the rules, which affect the manner of voting; these motions are Division of the Question, Adopt by Acclamation and Roll Call Vote.*

#### Rule 40 - Division of proposals and amendments

Immediately before a proposal or amendment comes to a vote, a representative may move that parts of a proposal or of an amendment should be voted on separately. If there are calls for multiple divisions, those shall be voted upon in an order to be set by the President where the most radical division will be voted upon first. If opposition is made to the motion for division, the request for division shall be voted upon, requiring the support of a majority of those present and voting to pass. Permission to speak on the motion for division shall be given to two speakers in favor and two speakers against. If the motion for division is carried, those parts of the proposal or of the amendment that are involved shall then be put to a vote. If all operative parts of the proposal or of the amendment have been rejected, the proposal or the amendment shall be considered to have been rejected as a whole.

*For purposes of this rule, “most radical division” means the division that will remove the greatest substance from the draft resolution, but not necessarily the one that will remove the most words or clauses. The determination of which division is “most radical” is subject to the discretion of the Secretariat, and any such determination is final.*

#### Rule 41 - Order of voting on amendments

When an amendment is moved to a proposal, the amendment shall be voted on first. When two or more amendments are moved to a proposal, the amendment furthest removed in substance from the original proposal shall be voted on first and then the amendment next furthest removed there from, and so on until all the amendments have been put to the vote. Where, however, the adoption of one amendment necessarily implies the rejection of another amendment, the latter shall not be put to the vote. If one or more amendments are adopted, the amended proposal shall be voted upon following consideration of all proposed amendments.

*For purposes of this rule, “furthest removed in substance” means the amendment that will have the most significant impact on the draft resolution. The determination of which amendment is “furthest removed in substance” is subject to the discretion of the Secretariat, and any such determination is final.*

#### Rule 42 - Order of voting on proposals

If two or more proposals, other than amendments, relate to the same question, they shall, unless the Assembly decides otherwise, be voted on in the order in which they were submitted.

*For purposes of this rule, “the order in which they were submitted” shall refer to the order in which proposals were approved by the Secretariat and thus the order in which proposals became draft resolutions.*

#### Rule 43 - Elections

All elections shall be held by secret ballot. The decision of whether to take nominations prior to the election shall be at the discretion of the President.

#### Rule 44

When only one Member is to be elected and no candidate obtains in the first ballot the majority required, a second ballot shall be taken, which shall be restricted to two candidates obtaining the largest number of votes. If in the second ballot the votes are equally divided, and a majority is required, the President shall decide between the candidates by drawing lots. If a two-thirds majority is required, the balloting shall be continued until one candidate secures two thirds of the votes cast; provided that, after the third inconclusive ballot, votes may be cast for any eligible person or Member. If three such unrestricted ballots are inconclusive, the next three ballots shall be restricted to the two candidates who obtained the greatest number of votes in the third of the unrestricted ballots, and the following three ballots thereafter shall be unrestricted, and so on until a Member is elected. These provisions shall not prejudice the application of rules 57 and 58 of the General Assembly Plenary Rules of Procedure.

#### Rule 45

When two or more elective places are to be filled at one time under the same conditions, those candidates obtaining in the first ballot the majority required shall be elected. If the number of candidates obtaining such majority is less than the number of persons or Members to be elected, there shall be additional ballots to fill the remaining places, the voting being restricted to the candidates obtaining the greatest number of votes in the previous ballot to a number not more than twice the places remaining to be filled; provided that, after the third inconclusive ballot, votes may be cast for any eligible person or Member. If three such unrestricted ballots are inconclusive, the next three ballots shall be restricted to the candidates who obtained the greatest number of votes in the third of the unrestricted ballots, to a number not more than twice the places remaining to be filled, and the following three ballots thereafter shall be unrestricted, and so on until all the places have been filled. These provisions shall not prejudice the applications of rules 57 and 58 of the General Assembly Plenary Rules of Procedure.

## VIII. CREDENTIALS

#### Rule 46

Credentials – in the form of a badge - must be worn by representatives at all times. Credentials, in the form of placards provided by NWMUN, must be used to cast votes during committee sessions. If a representative lacks either of these credentials she/he may be asked to leave the committee room and will not be allowed to vote without these credentials.



*To replace lost, stolen, or damaged credentials, representatives must contact the Assistant Secretary-General for Conference Services and will be required to pay a fee for their replacement.*

## **IX. MINUTE OF SILENT PRAYER OR MEDITATION**

### **Rule 47 – Invitation to silent prayer or meditation**

Immediately after the opening of the first plenary meeting of the Assembly, representatives may request to observe one minute of silence dedicated to prayer or meditation. This is the only time this motion will be entertained and its approval is at the discretion of the Secretariat.

*For purposes of this rule, "immediately after the opening of the first plenary meeting of the Assembly" shall mean following the opening roll call and prior to the first suspension of the meeting or the initial adoption of an agenda. Requests for a minute of silent prayer or meditation shall be generic in nature and may not specify a purpose for the prayer or meditation. Finally, the interpretation of what constitutes a "minute" shall be at the discretion of the President.*

## **X. COMMITTEES**

### **Rule 48 – Establishment of committees**

The Assembly may establish such committees as it deems necessary for the performance of its functions.

## **XI. ADMISSION OF NEW MEMBERS**

### **Rule 49 - Applications**

Any State that desires to become a Member of the United Nations shall submit an application to the Secretary-General. Such application shall contain a declaration, made in formal instrument that the State in question accepts the obligations contained in the Charter.

### **Rule 50 - Notification of applications**

The Secretary-General shall, for information, send a copy of the application to the General Assembly, or to the Members of the United Nations if the Assembly is not in session.

### **Rule 51 - Consideration of applications and decisions thereon**

If the Security Council recommends the applicant State for membership, the Assembly shall consider whether the applicant is a peace-loving State and is able and willing to carry out the obligations contained in the Charter and shall decide, by a two-thirds majority of the members present and voting, upon its application for membership.

### **Rule 52**

If the Security Council does not recommend the applicant State for membership or postpones the consideration of the application, the General Assembly may, after full consideration of a special report of the Security Council, send the application back to the Council, together with a full record of the discussion in the Assembly, for further consideration and recommendation or report.

### **Rule 53 - Notification of decision and effective date of membership**

The Secretary-General shall inform the applicant State of the decision of the Assembly. If the

applicant is approved, membership shall become effective on the date on which the Assembly takes its decision on the application.

## **XII. ELECTION OF MEMBERS TO THE SECURITY COUNCIL**

### **Rule 54 - Membership**

The Security Council shall consist of fifteen members of the United Nations. The People's Republic of China, the French Republic, the Russian Federation, the United Kingdom of Great Britain and Northern Ireland, and the United States of America shall be permanent members of the Security Council. The Assembly shall elect ten other Members of the United Nations to be non-permanent members of the Security Council.

### **Rule 55 - Annual elections**

The Assembly shall each year, in the course of its regular session, elect five non-permanent members of the Security Council for a term of two years.

### **Rule 56 - Qualifications for membership**

In the election of non-permanent members of the Security Council, due regard shall, in accordance with Article 23, paragraph 1, of the Charter, be specifically paid, in the first instance, to the contributions of the Members of the United Nations to the maintenance of international peace and security and to the other purposes of the Organization, and also to equitable geographic distribution.

### **Rule 57 - Re-eligibility**

A retiring member of the Security Council shall not be eligible for immediate re-election.

### **Rule 58 - Regional elections**

1. The ten non-permanent members of the Security Council shall be elected as follows:
  - (a) Five from African states and Asian states (including the Middle East and Central Asia);
  - (b) One from Eastern European States;
  - (c) Two from Latin American States (including the Caribbean);
  - (d) Two from Western European and Other States (including Australia, Canada, Israel, and New Zealand).

The African and Asian states have been subsequently subdivided into three from the African states and two from the Asian states, though the ballots are still written with African and Asian states together. Additionally, one of the African and Asian States must be an Arab State.

Three of the African and Asian States (two African and one Asian; these three include the Arab State), one Eastern European State and one Latin American or Caribbean State are elected in odd-numbered years for terms beginning on January 1 of an even-numbered year. Two of the African and Asian States (one African and one Asian), one Latin American or Caribbean State, and both Western European and Other States are elected in even-numbered years for terms beginning on January 1 of an odd-numbered year. This group of seats will have its members for the 2015-2016 term elected during NWMUN-Seattle 2014.

## RULES ADDENDUM: SECURITY COUNCIL

### Introduction:

1. These rules shall, along with the Long Form of the Rules of the General Assembly Plenary, constitute the rules of procedure for the Security Council.
2. In the event that this document should conflict with the Long Form of the Rules of the General Assembly Plenary, this document shall take precedence.

### I. COMPOSITION

#### Rule 1 – Membership

1. The Security Council shall consist of fifteen members of the United Nations.
2. Each member shall have no more than one representative in each body.

### II. SESSIONS

#### Rule 2 – Dates of convening and adjournment

The Council shall meet at a regular basis at the discretion of its membership, its President, or the Secretary-General. The Council shall convene at the written request of the President, the Secretary-General, or a majority of its membership as transmitted to the Secretary-General.

### III. AGENDA

#### Rules 5/6 – Adoption and Revision of the agenda

The agenda provided by the Secretary-General shall be considered proposed as of the beginning of the session. The Council may vote to accept such a proposal or may vote to approve an agenda consisting of the items within the proposed agenda in a different order, or consisting of any items deemed by the Secretary-General to be within the mandates of the Council.

*The vote described in this rule is a procedural vote and, as such, all delegates (including observers) must cast a vote. For purposes of this rule, “those present and voting” mean those delegates, including observers, in attendance at the meeting during which this motion comes to a vote.*

#### Rule 11 - Selection and replacement of the President and Vice President

1. The President shall be appointed prior to the first meeting of the Council. For the purposes of facilitation of debate, the President shall not be a delegate; instead, this appointment shall be done by the Director-General. The President shall chair the Assembly for the duration of the conference, unless otherwise decided by the Director-General. If the President is unable to perform his or her functions, a new President shall be appointed for the unexpired term at the discretion of the Director-General.
2. The Vice Presidency of the Council shall rotate among its membership, with an equal amount of time reserved for each member. The Vice President shall aid the President in chairing the Council, and shall be responsible for management of debate. During this time, the Vice President shall not be awarded the right to speak during formal session (though they may take part in the work of the Council during Suspensions of the Meeting of any type). The representative of the member whose time it is to serve as Vice President may choose to

waive their right to serve for that time. In the event that the Vice President is unable to perform his or her functions, or chooses to waive such a right, the President shall chair the Council alone.

## VI. CONDUCT OF BUSINESS

### Rule 15 – Quorum

The President may declare a meeting open and permit debate to proceed when representatives of at least nine of the fifteen members of the Council are present. The presence of nine members shall be required for any decision to be taken.

### Rule 20 – Speeches

4. Immediately following a speech, members of the Council may comment on the previous speech. This ability must be authorized by a majority vote of the Council (and may also be removed by the same threshold); this motion shall last for the duration of the Council’s discussion of the current topic. A motion to allow short comments following speeches will allow exactly two short comments of a time to be determined by the President after each speech and is not debatable. Short comments must refer to the substance of the original speech and may not refer to other short comments.

## VII. VOTING

### Rule 34 - Majority required

1. Unless specified otherwise in these rules, procedural decisions of the Council shall be made by a majority consisting of nine or more members of the Council voting in favor.
2. All substantive decisions of the Council shall require for passage the approval of nine members of the Council, including the concurrent vote or abstention of the five permanent members of the Security Council.

*For the purpose of tabulation, absent members of the Security Council are considered “abstentions,” including the Permanent Members.*

### Rule 37 - Method of voting

1. The Council shall conduct all substantive votes by roll call, except when a member shall request an approval by acclamation. Roll call votes shall be taken in the English alphabetical order of the names of the members. The name of each present member shall be called in any roll call vote, and one of its representatives shall reply “yes,” “no,” “no with rights,” “abstention,” or “pass.”
2. The vote of each member participating in a roll call vote shall be inserted in the record.

*Only those members who designate themselves as “present” or “present and voting” during the attendance roll call, or in some other manner communicate their attendance to the President and/ or Secretariat, are permitted to vote and, as such, no others will be called during a roll call vote. Any representatives replying, “pass,” must, on the second time through, respond with either “yes,” “no.” A “pass” cannot be followed by a second “pass” for the same proposal or amendment, nor may it be followed by an abstention on that same proposal or amendment, nor may the representative explain their vote.*

## RULES ADDENDUM: REFORMED SECURITY COUNCIL

### Introduction:

1. These rules shall, along with the Long Form of the Rules of the General Assembly Plenary, constitute the rules of procedure for the Reformed Security Council.
2. In the event that this document should conflict with the Long Form of the Rules of the General Assembly Plenary, this document shall take precedence.

### I. COMPOSITION

#### Rule 1 – Membership

1. The Reformed Security Council shall consist of twenty-five members of the United Nations.
2. Each member shall have no more than one representative in each body.

### II. SESSIONS

#### Rule 2 – Dates of convening and adjournment

The Council shall meet at a regular basis at the discretion of its membership, its President, or the Secretary-General. The Council shall convene at the written request of the President, the Secretary-General, or a majority of its membership as transmitted to the Secretary-General.

### III. AGENDA

#### Rules 5/6 – Adoption and Revision of the agenda

The agenda provided by the Secretary-General shall be considered proposed as of the beginning of the session. The Council may vote to accept such a proposal or may vote to approve an agenda consisting of the items within the proposed agenda in a different order, or consisting of any items deemed by the Secretary-General to be within the mandates of the Council.

*The vote described in this rule is a procedural vote and, as such, all delegates (including observers) must cast a vote. For purposes of this rule, “those present and voting” mean those delegates, including observers, in attendance at the meeting during which this motion comes to a vote.*

#### Rule 11 - Selection and replacement of the President and Vice President

1. The President shall be appointed prior to the first meeting of the Council. For the purposes of facilitation of debate, the President shall not be a delegate; instead, this appointment shall be done by the Director-General. The President shall chair the Assembly for the duration of the conference, unless otherwise decided by the Director-General. If the President is unable to perform his or her functions, a new President shall be appointed for the unexpired term at the discretion of the Director-General.
2. The Vice Presidency of the Council shall rotate among its membership, with an equal amount of time reserved for each member. The Vice President shall aid the President in chairing the Council, and shall be responsible for management of debate. During this time, the Vice President shall not be awarded the right to speak during formal session (though they may take part in the work of the Council during Suspensions of the Meeting of any type).

The representative of the member whose time it is to serve as Vice President may choose to waive their right to serve for that time. In the event that the Vice President is unable to perform his or her functions, or chooses to waive such a right, the President shall chair the Council alone.

## VI. CONDUCT OF BUSINESS

### Rule 15 – Quorum

The President may declare a meeting open and permit debate to proceed when representatives of at least fifteen of the twenty-five members of the Council are present. The presence of fifteen members shall be required for any decision to be taken.

### Rule 20 – Speeches

4. Immediately following a speech, members of the Council may comment on the previous speech. This ability must be authorized by a majority vote of the Council (and may also be removed by the same threshold); this motion shall last for the duration of the Council's discussion of the current topic. A motion to allow short comments following speeches will allow exactly two short comments of a time to be determined by the President after each speech and is not debatable. Short comments must refer to the substance of the original speech and may not refer to other short comments.

## VII. VOTING

### Rule 34 - Majority required

1. Unless specified otherwise in these rules, procedural decisions of the Council shall be made by a majority consisting of fifteen or more members of the Council voting in favor.
2. All substantive decisions of the Council shall require for passage the approval of fifteen members of the Council.

*For the purpose of tabulation, absent members of the Security Council are considered "abstentions."*

### Rule 37 - Method of voting

1. The Council shall conduct all substantive votes by roll call, except when a member shall request an approval by acclamation. Roll call votes shall be taken in the English alphabetical order of the names of the members. The name of each present member shall be called in any roll call vote, and one of its representatives shall reply "yes," "no," "no with rights," "abstention," or "pass."
2. The vote of each member participating in a roll call vote shall be inserted in the record.

*Only those members who designate themselves as "present" or "present and voting" during the attendance roll call, or in some other manner communicate their attendance to the President and/or Secretariat, are permitted to vote and, as such, no others will be called during a roll call vote. Any representatives replying, "pass," must, on the second time through, respond with either "yes," "no." A "pass" cannot be followed by a second "pass" for the same proposal or amendment, nor may it be followed by an abstention on that same proposal or amendment, nor may the representative explain their vote.*

## RULES ADDENDUM: WORLD SUMMIT ON THE INFORMATION SOCIETY

### Introduction:

1. These rules shall, along with the Long Form of the Rules of the General Assembly Plenary, constitute the rules of procedure for the World Summit on the Information Society +10 Review Meeting.
2. In the event that this document should conflict with the Long Form of the Rules of the General Assembly Plenary, this document shall take precedence.

### I. COMPOSITION

#### Rule 1 – Membership

1. The Summit shall consist of all members of the United Nations.
2. Each member shall have no more than one representative in each body.
3. The Secretariat may invite Non-Governmental Organizations (NGOs) to participate as observers in the meetings of the Summit. NGOs are not considered “members” of the Summit. NGOs will not have the right to vote on substantive or procedural matters.

### III. AGENDA

#### Rules 5/6 – Adoption and Revision of the agenda

The agenda provided by the Secretary-General shall be considered adopted as of the beginning of the session. At the discretion of the President, the Summit may vote to reorder, divide, or merge items within the agenda. Any such motion must be considered by the President to result in an agenda within the mandate of the Summit.

*The vote described in this rule is a procedural vote and, as such, observers are permitted to cast a vote. For purposes of this rule, “those present and voting” mean those delegates, including observers, in attendance at the meeting during which this motion comes to a vote.*

### VI. CONDUCT OF BUSINESS

#### Rule 20 – Speeches

4. At the beginning of discussions on each topic by the Summit, NGO representatives will be invited to make speeches immediately prior to the initial opening of the speakers list on that topic for members of the Summit. NGOs are allowed to speak for 2 minutes each; at the discretion of the chair, this time may be changed to the current speakers’ time for members on the speakers list. NGOs may not make formal speeches during any other part of formal session.

#### Rule 27 – Decision of competence

Decisions of competence are motions in which representatives challenge the relevance of a given agenda item or proposal to the Summit. No motions for a decision of competence on the agenda of the Summit shall be permitted.

**Rule 30 – Proposals and amendments**

Proposals and substantive amendments shall be submitted in writing to the Secretariat, with the names of twenty percent of the members of the Assembly that would like the Assembly to consider the proposal or amendment. The Secretariat may, at its discretion, approve the proposal or amendment for circulation among the delegations. As a general rule, no proposal shall be put to the vote at any meeting of the Assembly unless copies of it have been circulated to all delegations. The President may, however, permit the discussion and consideration of proposals and amendments, even though such proposals and amendments have not been circulated. If the sponsors agree to the adoption of an amendment, the proposal shall be modified accordingly and no vote shall be taken on the amendment. If any sponsors should oppose the adoption of an amendment, a substantive vote on the amendment shall be taken prior to the consideration of the proposal during voting procedure. A document modified in this manner shall be considered as the proposal pending before the Assembly for all purposes, including subsequent amendments.

*For purposes of this rule, all “proposals” shall be in the form of working papers prior to their approval by the Secretariat. Working papers will not be copied, or in any other way distributed, to the Summit by the Secretariat. The distribution of such working papers is solely the responsibility of the sponsors of the working papers. Along these lines, and in furtherance of the philosophy and principles of NWMUN and for the purpose of advancing its educational mission, representatives should not directly refer to the substance of a working paper that has not yet been accepted as a draft resolution.*

After approval of a working paper, the proposal becomes a draft agreement segment and will be copied by the Secretariat for distribution to the Summit. These draft agreement segments are the collective property of the Summit, as such, the names of the original sponsors will be removed. The copying and distribution of amendments is at the discretion of the Secretariat, but the substance of all such amendments will be made available to all representatives in some form.

**VII. VOTING****Rule 37 - Method of voting**

1. The Summit shall normally vote by a show of placards, except when a representative requests a roll call vote, which shall be taken in the English alphabetical order of the names of the members. The name of each present member shall be called in any roll call vote, and one of its representatives shall reply “yes,” “no,” “abstention,” or “pass.”
2. The Summit must approve the final draft agreement through a roll call vote.
3. The vote of each member participating in a roll call vote shall be inserted in the record.

*Only those members who designate themselves as “present” or “present and voting” during the attendance roll call, or in some other manner communicate their attendance to the President and/or Secretariat, are permitted to vote and, as such, no others will be called during a roll-call vote. Any representatives replying, “pass,” must, on the second time through, respond with either “yes” or “no.” A “pass” cannot be followed by a second “pass” for the same proposal or amendment, nor may it be followed by an abstention on that same proposal or amendment, nor may the representative explain their vote.*



**Rule 41 - Amendments**

An amendment is a proposal that does no more than add to, delete from, or revise part of another proposal. An amendment can add, revise, or delete any part of any proposal.

**Rule 43 - Order of voting on proposals**

If two or more proposals, other than amendments, relate to the same agenda item, they shall be voted on in the order in which they were submitted. Prior to entering voting procedure, the President shall announce if a draft agreement segment contradicts or overlaps with another draft agreement segment in any way. Upon the passage of any draft agreement segment, all other draft agreement segments that contradict or overlap with it shall be considered rejected without a vote.

*For purposes of this rule, “the order in which they were submitted” shall refer to the order in which proposals were approved by the Secretariat and thus the order in which proposals became draft resolutions. The second portion of the rule means that only one draft agreement segment for Preamble may pass; only one can pass for Final Provisions, etc. Therefore, delegates are advised to merge all draft agreement segments for a given agenda item together unless there are irreconcilable differences in approach, which shall be resolved by voting; if this should happen, the first draft agreement segment that passes will be included in the final draft agreement.*

Following the consideration of all draft agreement segments pursuant to these rules, draft agreement segments that have been approved by the Summit shall be considered part of the final draft agreement. This final draft agreement shall be put immediately to a vote of the Summit, and shall require a two-thirds majority to be adopted (and opened for signature).

## NOTES

## NOTES

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# **Northwest Model United Nations – Portland**

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