

I. GENERAL RULES

The Latvian Model United Nations Official Rules of Procedure are based on Harvard Model United Nations Rules of Procedure, Oxford International Model United Nations Rules of Procedure, and Robert's Rules of Order. The Rules of Procedure may be used for educational and non-educational purposes, however, a reference has to be made.

1. APPOINTMENT OF DIRECTORS AND DELEGATES

The Secretary-General appoints all Committee Directors, Assistant Directors and Delegates prior to the conference, with the recommendation of the Secretariat, and remains the right to remove, replace or reassign them at any stage of the conference if they fail to comply with the rules or principles of LVMUN conference or to fulfil their obligations under them.

2. SCOPE

These rules apply to the committees of the General Assembly, namely, the Disarmament and International Security Committee and Economic, Finance Council, the Security Council, and Legal. Crisis will run according Rules of Procedure that will be provided prior to the conference. The interpretation of the rules of procedure is exclusively reserved for the Secretary-General or a designated member of the Secretariat.

3. LANGUAGE

The official and working language of the conference is English. Any representative wishing to address any LVMUN committee or submit a document, working paper or draft resolution in any language other than English shall necessarily provide translation into English, for which they are responsible themselves. The only other language the delegates have a right to address the committee in, is the language of the country they are representing. This rule does not increase the total speaking time allotted to those delegates, and the speech and the necessary translation must fall within the time limit set by Directors.

4. PARTICIPATION OF NON-MEMBERS

Representatives of accredited observers will have the same rights as those of the member states, except that they may not sign or vote on resolutions or amendments. The Secretary-General will provide a list of member states and accredited observers for each committee. A guest speaker, expert witness, or representative of an entity that is neither a member of the committee nor an accredited observer may address a committee only with the prior approval of the Secretary-General and the committee Director.

5. ETIQUETTE

All those participating in LVMUN shall be courteous and respectful at all times when dealing with anyone directly involved with LVMUN (including Delegates/Directors of any Committee and the Secretariat) and indirectly involved through any of its partners (including but not limited to Stockholm School of Economics in Riga, sponsors, accommodation providers, and other university students not taking part in the conference).

Participants are also expected to adhere to the LVMUN dress code, which is western business attire.

Laptops, tablets, mobile phones and any other type of electronic devices may be used during moderated caucuses only with the permission of the committee Director. Laptops and other electronic devices may be used outside the Committee room at any time, and in the Committee room during unmoderated caucus.

The Committee Directors shall immediately call to order Delegates who fail to comply with these rules regarding etiquette. Directors and Assistant Directors are empowered to report to the Secretariat the Delegates who violate these rules. Delegates who commit a serious breach of etiquette rules can be permanently removed from the Committee by the Secretary-General or a designated Secretariat member.

6. SILENT PRAYER

During any time immediately after the opening of a Committee session and immediately preceding the closure of debate of a Committee session, the Director may invite the Delegates to observe one minute of silence dedicated to prayer. A formal request for silent prayer shall be made in writing to the committee Director and requires approval.

II. COMMITTEE RULES

7. GENERAL POWERS OF THE COMMITTEE DIRECTORS

Under the powers conferred upon the Director by the Secretary-General and these rules, the Director shall declare the opening and closing of each meeting of the Committee, ensure observance of these rules, accord the right to speak, set time limit for speaking, put questions to the vote and announce decisions. The Director shall consult the Assistant Directors when ruling on points of order. The committee Director may propose the adjournment or closure of the debate, and the suspension or adjournment of a meeting. The Director may temporarily transfer her duties to a member of the Secretariat or one of the Assistant Directors. In the exercise of these functions, the Committee Directors will be at all times subject to these rules and responsible to the Secretary-General.

8. MOTION TO APPEAL DIRECTOR'S DECISION

The Motion to appeal Director's decision shall be in order only when a point of order has already been raised. Delegates should note that this Motion should only be used in the last resort. All the decisions of a Director acting on the Rules of Procedure are open to an appeal. A Delegate wishing to raise such a Motion shall orally state their Motion after the Director has announced her decision once Point of Order has been raised.

The Director may speak briefly in defence of the decision, after this the Motion will be immediately put to a vote. If such a Motion to appeal a decision passes with a simple majority, the Secretary-General shall be invited to rule on the Motion. The decision of the Secretary-General is not open to an appeal.

9. STATEMENTS BY THE SECRETARIAT

The Secretary-General or a member of the Secretariat designated by her may, at any time, make either written or oral statements to the Committee or the Committee Directors. Such statement does not require a prior approval of the Director.

10. QUORUM

The first session of each day, shall start with a Roll Call vote, and the Director may declare a Committee open and permit debate to proceed when at least one-third of the total number of members of the Committee are present in the room. During a Roll Call the Director will call on Member States in alphabetical order, and the Member States may reply 'present' or 'present and voting', where the later means that the delegates do not refrain the right to abstain on the vote on substantial matters. The Observers may report only 'present', in accordance with Rule 4.

Quorum may be assumed present unless specifically challenged and shown to be absent by a Point of Order. The simple majority of Delegates of the body concerned present and present and voting at the beginning of the Committee Session shall be required for any decision on a substantive Motion to be voted on.

III. RULES GOVERNING DEBATE

11. SETTING THE AGENDA

The first order of business for the Committee, if the Committee has more than one topic to discuss, will be Setting the Agenda, which means determining the order in which the topics will be discussed. In the case that the Agenda of the Committee consists of only one topic; that topic shall be adopted with neither discussion nor a vote.

- A Motion should be made to Put a Topic A or B first on the Agenda, and will require a second. If no Delegate wishes to oppose the Motion, it shall automatically be considered as adopted by the Committee.
- If there are any objections to this Motion, two speakers' lists will be established for and against the Motion, with equal number of delegates in both of the lists. The Delegates from both lists will speak in alternating order.
- The Motion to Close the Debate on the Setting of Agenda is in order after one of the two speakers' lists is exhausted, and requires a simple majority to pass. If the Motion fails, the Director will ask for more Delegates who wish to be added to either of the lists.
- Once the Motion to Close the Debate passes, the Committee will move straight into voting procedure on the Motion to Put a Topic A or B first on the Agenda. This will require simple majority. If the Motion fails, other Topic will be automatically placed first on the Agenda.

Under the discretion of the Secretary-General, the Committee may be called upon to table debate on the current Topic in order to address an urgent matter. This does not require an approval from a Committee Director. After a resolution has been passed on the crisis topic, the Committee will return to debate on the tabled topic. Until a resolution has passed, the Committee may return to debate on the tabled Topic Area only at the discretion of the Secretary-General.

12. SPEAKERS' LIST

After the order of the Topics discussed in the Committee has been determined, a continuously open speakers list will be established for the purpose of general debate, called the 'General Speakers' List'.

The Director shall ask for those Delegates who wish to be added to the General Speakers' List when it is first open, and ask again from time to time; and shall keep a digital copy of the order of the speakers. Any Delegate wishing to be added to the General Speakers' List can do so by sending a written note to the Director or by raising their placard when the Director asks for the Delegates who wish to be added to the General Speakers' List. No Delegate may be on the General Speakers' List twice at the same time.

This General Speakers' List will be followed for all debate on the Agenda item, except as interrupted by procedural points or motions, caucuses, discussion of amendments, and introduction of draft resolutions. Speakers may speak generally on the Agenda item being considered and address only Draft Resolutions or Working Papers that have been introduced to the Committee. Should the General Speakers' List elapse, debate on the Agenda item shall be considered finished and the Committee shall move into closing procedures as per Rule 19.

13. PROPOSING MOTIONS

The Director can ask for any Motions at any point when the floor is open. The Director may stop entertaining Motions at any time, may decide not to entertain certain Motions or may accept Motions that are not superseding. This is at the Director's discretion, for the purpose of moving debate forward.

The Director will then entertain the raised Motions one by one, starting from highest in the order of priority, i.e. the most superseding. In a case of several Motions having equal priority, the Director shall decide the order. When a Motion is entertained, the Director shall ask the Committee if there are any Seconds or Objections. If there are Seconds and no Objections the Motion is accepted without a vote.

The Director may specifically ask for seconds or objections, but Delegates can also call them out, as long as doing so does not disturb the Committee or prevent a speaker from being heard.

If there are both Seconds and Objections, any speeches in favour or against the Motion shall be heard (in accordance with the rules for that Motion) and it shall then be put to a vote in accordance with the rules for that Motion. If there are no Seconds or the vote fails; the Motion is discarded and the Director shall move to the next most superseding Motion as established above. This continues until a Motion is passed or the floor returns to the General Speakers' List. If a Motion passes, all other Motions previously raised are removed from the floor and must be raised anew when the Director next calls for Motions.

Note that all the Delegates have to vote in procedural matters, abstentions are out of order. Procedural Motions require a simply majority of members present and voting to pass, unless otherwise specified.

14. WITHDRAWING A PROPOSAL

A Motion may be withdrawn by its proposer at any time before voting has commenced, and may be reintroduced by any other Delegate. Any Motion approved by the Committee may not then be withdrawn by the Committee member who moved its introduction.

15. MODERATED CAUCUS

A Motion for a Moderated Caucus is in order at any time when the floor is open prior to closure of debate when the Director asks for Motions. In a Moderated Caucus, the Director will temporarily depart from the General Speakers' List and call on Delegates to speak at the Director's discretion. The Delegate making the Motion must briefly explain its purpose and specify a time limit for the caucus, not to exceed twenty minutes, and a time limit for the individual speeches. A simple majority is required to adopt the Motion.

The Director may rule the Motion out of order if the Director feels that Motion is not constructive to debate at that point in time. The Director may as well prematurely end the Moderated Caucus if she or he feels that the caucus has ceased to be productive. Extensions to a Moderated Caucus are in order, however an extension should not exceed the overall time limit for the original Moderated Caucus, and there should not be more than two extensions.

16. UNMODERATED CAUCUS

An Unmoderated Caucus temporarily suspends formal debate and allows members to discuss ideas informally in the committee room. A Motion for an Unmoderated Caucus is in order at any time when the floor is open prior to closure of debate and the Director asks for Motions. The Delegate raising the Motion must briefly explain its purpose and specify an overall time limit for the Caucus, not to exceed twenty minutes (including any Motions to extend the Caucus). A simple majority is required to adopt the Motion.

The Director may rule the Motion dilatory if the Director feels that Motion is not constructive to debate at that point in time. The Director may as well prematurely end an Unmoderated Caucus if she or he feels that the caucus has ceased to be productive. As well the Director may extend the Unmoderated Caucus, if she believes this to be constructive to debate. The extension cannot be longer than the original time for the Unmoderated Caucus, and there shall not be more than two extensions.

17. ADJOURNMENT OF DEBATE

A Motion for Adjournment of debate requests adjourning the Agenda item under discussion. If a Motion for Adjournment passes, the Agenda item is considered dismissed, all documents on it tabled, and no further action will be taken on it. A successful Motion for Adjournment means that the proceeds to the second Agenda item under discussion, or an alternative Agenda item as directed by the Secretariat.

A Motion for Adjournment is in order at any time when the floor is open prior to closure of debate and the Director asks for Motions.

Before voting on this Motion (but after Seconds and Objections have been heard), permission to speak on the Motion shall be accorded only to two Delegates favouring and two opposing the adjournment, or in case only one Delegate wishes to oppose the Motion, one speaker for and one speaker against the Motion shall be considered; where after the Motion shall be put to a vote immediately, requiring the support of a simple majority of the members to pass.

The Director may at his or her discretion rule this Motion out of order, if for instance the Committee has

already moved to the second Agenda item.

18. RESUMPTION OF DEBATE

A Motion for Resumption of Debate requests reopening debate on an Agenda item previously adjourned.

Immediately before moving into voting procedure on this Motion (but after Seconds and Objections have been heard), permission to speak on a Motion to resume debate shall be accorded up to two speakers proposing and up to two opposing the Motion, with an equal number of both, after which the Motion will be put to a vote, requiring the support of a simple majority of the members present and present and voting to pass.

19. CLOSURE OF DEBATE

A Motion for the Closure of Debate requests ending all discussion on the Agenda item and moving into voting procedures on all substantive proposals introduced under debate, i.e. all Draft Resolutions. Once this Motion has been successfully passed, debate has been closed, and voting procedures completed, the Committee shall immediately adopt the second Agenda item, or an alternative Agenda item as directed by the Secretariat.

A Motion for Closure of Debate is in order at any time when the floor is open and the Director asks for Motions. Note however that the Director may rule the Motion out of order if the Director feels that there should be further debate before moving to voting procedures.

Immediately before moving into voting procedure on this Motion (but after Seconds and Objections have been heard), permission to speak on the Motion shall only be accorded up to two Delegates in favour and up to two against the closure (with an equal number of both). After this the Motion shall be put to the vote immediately. Closure of Debate shall require a simple majority of all members in the Committee to pass.

20. SUSPENSION OF THE MEETING

A Motion for the Suspension of the Meeting requests the temporary stopping of the meeting. It is usually used at the end of a Committee session. While the floor is open, a Delegate may move for the Suspension of the Meeting, specifying a time for reconvening. A simple majority of members present is required to adopt the Motion.

This Motion should be used to propose short breaks of the session, rather than through unmoderated caucuses, which require a substantive purpose.

The Director may rule the Motion out of order if the Director feels that it is not yet time for the end of a session.

21. ADJOURNMENT OF THE MEETING

The Adjournment of the Meeting means the end of the Committee's work in the 3rd session of LVMUN. After adjournment, the Committee shall reconvene at LVMUN 2016. A simple majority of the members is required to adopt the Motion.

As this Motion, if successful, would end the session until the Committee's next regularly scheduled meeting, the Director will not entertain it until the end of the last session of the Committee.

IV. RULES GOVERNING SPEECH

22. RIGHT TO SPEAK

No Delegate may address a session without having previously obtained the permission of the Director (except during an unmoderated caucus). The Director may at their discretion call a Delegate to order if his or her speech is not relevant to the subject under discussion; is considered personally offensive to any party; or otherwise goes against the rules.

23. SPEAKING TIME

The Director may limit the time allotted to each speaker. The minimum time-limit will be thirty seconds and the maximum time-limit - two minutes. When a Delegate exceeds the allotted time, the Director may call the speaker to order.

Should the Director not explicitly state a different speaking time for the General Speakers' List, the time limit shall be 60 seconds.

Delegates may also make a Motion to Set a New Speaking Time at any time when points or motions are in order during formal debate. After Seconds and Objections for the Motion have been heard, it shall be put to a procedural vote, requiring a simple majority to pass.

24. YIELDS

A Delegate granted the right to speak from a Speakers' List – not during a caucus – may yield the remaining time to Points of Information. Delegates wishing to ask a question to the current speaker will be selected by the Director, and be limited to one short question each. The Director will have the right to call to order any Delegate whose question is, in the opinion of the Director, rhetorical, leading, or not designed to elicit information. Only the time taken for the speaker's answers to questions will be deducted from the speaker's remaining time. Follow-up questions to the speaker are at the Director's discretion and only permitted in the rarest of circumstances. If after hearing the questions there is still time, or if there are no Delegates willing to ask questions, the Delegate may further yield in two possible ways:

- *Yield to another Delegate.* Any remaining time will be given to that Delegate, who may not, however, make any further yields.
- *Yield to the Director.* Such a yield should be made if the Delegate does not wish to yield to questions or another Delegate. The Director will then move to the next speaker.

25. RIGHT OF REPLY

A Delegate may request a Right of Reply only in cases where the Delegate feels their country's national integrity has been impugned by another Delegate. A remark that impugns a Delegate's 'national integrity' is one directed at the governing authority of that Member State and/or one that puts into question that Member State's sovereignty.

Requests for a Right of Reply must be submitted to the Director in writing, along with a short explanation of the reason for the request. If the Director deems that such a request is in order, the Delegate may – in the time limit determined by the Director – reply and state why the Delegate feels that the remark being replied to is incorrect or unjustified. A Right of Reply to a Right of Reply is out of order.

V. POINTS

26. RAISING POINTS

Any of the points below may be raised by any Delegate at any point providing that no speaker is interrupted (with the exception of a Point of Personal Privilege when a Delegate cannot hear another Delegate or a Point of Order when the speech itself is not following these rules). A Delegate wishing to raise a point shall, at the appropriate time, raise their placard and state the point they wish to raise and then wait for the Director to ask them to state it fully. The Director shall then take any action required as per the Rules below. Points shall be recognised before any Motion or speakers.

27. POINT OF PERSONAL PRIVILEGE

If there is a circumstance preventing a Delegate from participating in the proceedings to their fullest ability, or if the Delegate is in personal discomfort, he or she may rise to a Point of Personal Privilege. For instance, Points of Personal Privilege may be raised when the Delegate cannot see something being projected on a screen, or if the Delegate is not comfortable with the temperature in the room.

A Point of Personal Privilege may only interrupt a speaker if the Delegate raising the point cannot hear the speaker. If appropriate, the Director will request that the speaker raise their volume and/or speak more clearly or take any other appropriate action. Points of Privilege for any other circumstance may not interrupt a speaker.

28. POINT OF ORDER

During the discussion of any matter, a Delegate may raise a Point of Order to indicate an instance of improper parliamentary procedure either by the Director, or by a Delegate that has escaped the Director's attention.

A Delegate may, in raising a Point of Order, shortly speak on the substance of the matter under discussion, and a Point of Order may only interrupt a speaker when the speech itself is not following proper parliamentary procedure.

The Director will consult her or his fellow Assistant Directors, then rule on the Point of Order in accordance with these Rules of Procedure.

29. POINT OF PARLIAMENTARY INQUIRY

When the floor is open, a Delegate may raise a Point of Parliamentary Inquiry to ask the Director a question only regarding the rules of procedure. A Point of Parliamentary Inquiry may never interrupt a speaker.

Delegates with any questions not regarding the rules of procedure, i.e. with substantive questions related to the *content* of the debate, should not raise this Point, but should instead approach the Committee Directors with the question during caucus or send them a written note.

VI. RULES GOVERNING WRITTEN PROPOSALS

30. WORKING PAPERS

Working Papers are intended to aid the Committee in its discussion and formulation of Resolutions and need not be written in Resolution format.

Delegates may propose Working Papers for the consideration of a Committee by raising a Motion to Introduce a Working Paper. Working Papers are not official documents, but do require the approval of the Directors before a Motion to introduce them is raised. The procedure to raise this Motion is the same as outlined in Rule 13.

Working Papers do not require the signatures of any Committee members. They will be displayed on projectors where possible, but will not be printed by the Secretariat or read out loud by the Delegates.

Delegates should note that the Working Paper is not a necessary precursor to the Draft Resolution; Delegates wishing to introduce entire Draft Resolutions may do so directly without trying to first introduce the Draft Resolution as a Working Paper.

31. DRAFT RESOLUTIONS

A Draft Resolution may be introduced through the procedure outlined in Rule 32, once it has been signed by one-fifth of the number of members (including Observers) at the beginning of the Committee session and has received prior approval of the Directors.

This list of one-fifth of Committee members should include both Sponsors and Signatories, each to be listed in alphabetical order. A Delegate counts as a Sponsor only if the Delegate has authored, or helped to write, the Draft Resolution. The role of a Sponsor indicates support of the Draft Resolution and no more than four Delegates (including the Proposer of the Motion) shall sponsor any Draft Resolution.

A Delegate counts as a Signatory if the Delegate has agreed to sign the Draft Resolution. Signing a Draft Resolution need not indicate support of the Draft Resolution, and the Signatory has no further obligations. Observers may only sign Draft Resolutions.

Draft Resolutions shall be written in the same style with regards to form, grammar and punctuations as those resolutions of the Committee being modelled.

32. INTRODUCING A DRAFT RESOLUTION

Once a Draft Resolution has been approved as stipulated above, a Delegate may propose a Motion to Introduce the Draft Resolution. Before Seconds and Objections are heard but after the Motion is entertained by the Director, the operative clauses of the Draft Resolution shall be read out.

If the Motion to Introduce a Draft Resolution is the most superseding Motion, a delegate shall read out the clauses immediately. If the Motion is not the most superseding, the clauses will be read out (and the Motion will be voted on) only if the other – more superseding Motions fail.

The Motion to introduce a Draft Resolution is procedural in nature, and therefore can pass with a simple majority. After a Draft Resolution has been introduced, it will be printed out by the Secretariat to be distributed to the Delegates. More than one Draft Resolution may be on the floor at any one time, but only one final Resolution may be passed per Agenda item.

Once the Committee has passed one Draft Resolution on the floor, or all the Draft Resolutions have been put to a vote and failed, the Committee will move to discuss the next Agenda item.

33. PANEL OF AUTHORS

After a Draft Resolution has been introduced, any of its Sponsors may call for a Panel of Authors to be convened for the purpose of answering questions raised by the Committee relating to the Draft Resolution. The granting of a Panel of Authors shall be decided at the discretion of the Director.

If granted, the Director shall set a time limit of no more than twenty minutes during which members of the floor may ask short questions of the Sponsors for the sole purpose of clarifying the content or meaning of the Resolution. Both the time taken for questions and for answers will be counted towards the time limit.

Delegates should note that the Panel of Authors is not meant for the debate of principles, but is instead a forum for strict clarification of the details of a Draft Resolution.

34. AMENDMENTS

An Amendment is a proposal that simply adds to, deletes from or revises the operative clauses of a Draft Resolution. Delegates may amend any Draft Resolution that has been formally introduced. In order for Amendments to be considered, they should be submitted in writing to the Directors for approval, along with the names of ten per cent of the Committee members present and present and voting, as Signatories of the Amendment. Amendments shall have one Sponsor exactly, counting towards the required number of Signatories.

Note however that being the Sponsor or Signatory of a Draft Resolution does not preclude or oblige Delegates to sponsor or sign amendments.

The Directors may, at their discretion, approve the proposal or Amendment for circulation among the Delegates. Provided that an Amendment has received approval from the Directors, it may be formally introduced by a Signatory when the floor is open.

Amendments to an Amendment currently under debate are out of order; although a part of a Draft Resolution that has previously been successfully amended may be further amended through a separate amendment. Preambulatory clauses may not be amended, unless under the discretion of a Director.

Amendments that do not alter the substance of a draft resolution and are proposed in order to rectify spelling errors or other minor errors can be incorporated into the resolution without a vote at the discretion of the Director.

35. INTRODUCING AN AMENDMENT

Once an Amendment has been approved, the Sponsor or one of its Signatories may raise a Motion to introduce the Amendment. Before Seconds and Objections are heard, but after the Motion is entertained by the Director, the Delegate shall read out the Amendment.

- If there are no Seconds, the Amendment shall not be introduced. If there are no Objections, then the Amendment is automatically introduced.
- If there are both Seconds and Objections, two speakers' lists will be established for and against the Motion, with equal number of delegates in both of the lists. The Delegates from both lists will speak in alternating order.
- The Motion to Close the Debate on the Amendment is in order after two speakers from both lists have spoken, or one of the two speakers' lists is exhausted, and requires a simple majority to pass.
- After The Motion to Close the Debate on the Amendment passes, the Committee will straight move into the voting procedure. A simple majority is required to incorporate an Amendment into the Draft Resolution, which then is changed accordingly, incorporating the Amendment. If an Amendment fails, it cannot be re-introduced.

36. FRIENDLY AMENDMENTS

If an Amendment is signed by all the sponsors of a Draft Resolution and once it has been approved by the Director, it may be introduced as a Friendly Amendment by one of its Signatories. Introducing Friendly Amendments does not require a vote or a discussion. However, it does require 10 per cent of countries, including the Sponsors of a Draft Resolution, to act as Signatories of the Amendment.

Once the Motion to Introduce a Friendly Amendment has been entertained by the Director, the Amendment will be read out loud. Friendly Amendment that has been read out it will be considered as introduced, and shall be incorporated into the Draft Resolution.

An Amendment should be declared as friendly when it is submitted for approval to the Director, who may at his or her discretion request that it would be introduced as a normal Amendment.

37. COMPETENCE

A Motion to question the competence of the Committee to discuss a Resolution or an Amendment is in order only before the Resolution or Amendment has been formally introduced but after it has been formally read out. The Motion requires a simple majority to pass and is debatable to the extent of up to two speakers for and up to two against. Should the Motion pass, the Resolution or Amendment shall not be introduced.

A Motion of Competence should only be called if it is not in the Committee's mandate to discuss what is proposed by the document, or if it is not in its power to implement it should it pass.

VII. RULES GOVERNING VOTING

38. DIVISION OF THE QUESTION

After debate on a Draft Resolution has been closed, a delegate may move to divide the question on any item that is about to be voted on. Division of the question means that a specified set of operative clauses may be voted on separately from the rest. Division of the question may not separate preambulatory clauses and sub-operative clauses. The motion may be debated to the extent of up to two speakers for and two speakers against, with an equal number of speakers for and against. This motion requires a simple majority to pass:

- If the motion passes, the Director will accept proposals on how to divide the question. Such proposals may divide the question into two or more parts. After all proposals have been accepted, the Director will arrange them from most severe to least, and each will be voted on, in that order, requiring simple majority to pass. If no division passes, the resolution remains intact.
- If any proposal passes, all other proposals are discarded and the resolution or amendment is divided accordingly. A procedural vote must then be taken on each divided part to determine whether or not it is included in the final Draft Resolution.
- After all divided parts have been voted on, those that were voted to be included are recombined into the final Draft Resolution, which will be then carried out to the final substantive vote. If all of the operative parts of the substantive proposal are rejected, the Draft Resolution is assumed to have failed.

39. MOTION TO REORDER DRAFT RESOLUTIONS

If two or more Draft Resolutions are on the floor, they will be voted on in the order in which they were submitted, unless the Committee decides otherwise. A Motion to Reorder Draft Resolutions will be in order immediately after Closure of Debate, but prior to entering the voting procedure, and does require a specific order.

The Motion requires a simple majority to pass. If this Motion to Reorder Draft Resolutions passes, then the Director will then recognise all subsequent Motions that specify *how* the substantive proposals are to be reordered.

40. PROCEDURAL VOTING

Each member of the Committee, including Observers, shall have one vote on a procedural Motion. Delegates will express their vote by raising their placards, and a simple majority is required on all procedural matters. Delegates must vote for or against in procedural votes; abstentions are not in order.

41. SUBSTANTIVE VOTING

A substantive vote is taken only on passing a Draft Resolution. In a substantive vote, members may vote 'Yes', 'No', or 'Abstain'; members 'present and voting' cannot abstain. Observers may not vote, in accordance with Rule 4.

If any Delegate wishes to change the method of voting, she or he must do so before the Committee enters into the voting procedure. After the Director has announced the beginning of voting, no Delegate can interrupt the voting except on a Point of Personal Privilege or a Point of Order relating to the conduct of voting. Delegates may not leave the Committee room while voting is taking place.

42. METHOD OF VOTING

The Committee shall normally vote by a show of placards. During voting procedure on a substantive matter, a Delegate may Motion for a Roll Call vote, which requires a simple majority to pass. The Director will then call on Member States in alphabetical order. One Delegate per Member State shall reply 'Yes', 'No', 'No with Rights' (see Rules 43), 'Abstention', or 'Pass'. Only those Member States that have reported as being 'present' may abstain. Only those Member States, who designated themselves as 'present' or 'present and voting' during the beginning of that session or have communicated in some other manner their attendance to the Director, are permitted to vote. As such, no others will be called during a Roll Call vote. Any representatives replying 'Pass', must, during the second and final round of voting, respond with either 'Yes' or 'No' and may not pass again or abstain from voting.

A Delegate may wish to motion for a Division of the House, which requires a simple majority to pass. This Motion is in order only when the Committee has voted once already, and the number of abstentions is larger than the difference between the Delegates voting 'Yes' and 'No'. This Motion requires a second, and a simple majority to pass. If the Motion to Divide the House is passed, the Director will commence the voting procedure again,

asking the countries to vote 'Yes' or 'No'. Abstentions then are out of order.

43. RIGHT TO EXPLAIN VOTE

A sponsor of a proposal or Motion may speak in explanation of their vote against a Draft Resolution. Herein representatives may choose to vote 'No with Rights' and make a brief statement consisting solely of the explanation of their vote after voting has been completed. Any requests for an explanation of vote must be submitted to the Director in writing after the debate is closed but before the voting procedure is passed, in which case the Director may use their discretion to grant the Delegate the right to briefly address the Committee immediately after voting on the Agenda Item has come to an end.

Voting with rights is only to be used in extraordinary circumstance that a Delegate is voting against a Resolution they have sponsored, or voting against their countries public policy but in favour of their national interest.

44. DEFINITION OF MAJORITY

All the procedural decisions of the Committee shall be made by a simple majority of those present and present and voting during the session. In a substantive vote, abstentions are not counted as votes for or against, so a two-thirds majority of 'Yes' over 'No' votes is required, unless specified otherwise by the Committee Specific Procedures.

A simple majority is defined as more votes in favour than against. A tie is taken as a failure. A two-thirds majority requires at least twice as many votes for as against.

XIII. ORDER OF PRIORITY OF MOTIONS

45. ORDER OF PRECEDENCE

The order of priority of Motions which may be raised while the floor is open, from most to least superseding, is:

Points:

1. Points of Personal Privilege
2. Points of Order
3. Point of Parliamentary Inquiry

Motions before the Debate is closed:

4. Adjourning the Meeting
5. Suspending the Meeting
6. Closing the Debate
7. Adjourning Debate
8. Resuming Debate
9. Introducing a Draft Resolution
10. Introducing an Amendment
11. Introducing a Working Paper
12. Changing the speaking time
13. Extending a Moderated or an Unmoderated Caucus
14. Unmoderated Caucus
15. Moderated Caucus

Motions after the Debate is closed:

1. Reordering Resolutions
2. Dividing the Question
3. Roll Call vote
4. Dividing the House

Motions introduced after others of the same type cannot supersede those others except at the discretion of the Director. A longer Motion of one type does not supersede a shorter Motion of the same type, unless the longer Motion of the same type was introduced first.