

## 1. Roll Call

Attendance shall be conducted by the Chairpersons through a Roll Call at the beginning of every committee session. Delegates shall establish their presence in the committee by raising their placards and declaring “Present.” AND “ Present and Voting”

## 4. Permission to Approach the Bench

Any delegate wishing to contact the Chair for a **sensitive or delicate matter** may request permission to approach the Bench.

This should be used as a **last resort and only in case of emergency**.

## 5. Majority

Unless otherwise specified, **all motions are non-debatable** and require a **simple majority** vote to pass.

### 5.1 Simple Majority

A procedural or substantive matter requiring a simple majority implies that **fifty percent plus one vote (50% + 1)** of the committee must vote in favour for the matter to pass.

If the vote results in a tie, the matter shall be considered to have **failed**.

## Agenda

The Agenda reflects the issues which the committee will be tackling This is the primary order of business to be considered by the committee in the first session.

At this time, the Chair may entertain a **Motion to Set the Speaking Time**, as set out in the relevant section.

1. Only topics set on the **provisional Agenda provided by VISMUN26** shall be considered by the committee.

2. **Motion to Set the Agenda**

A Delegate may move to set the Agenda in order to determine the order in which topics will be discussed by the committee.

## Debate

### 1. Formal Debate

A committee shall, by default, be in **Formal Debate** unless otherwise advised by the Chair. Delegates should refer to the **Speakers' List** for the speaking order.

## 2. Informal Debate

During Formal Debate, a motion can be made by any Delegate for a **Moderated Caucus** or an **Unmoderated Caucus**, both of which constitute Informal Debate.

Informal Debate can only occur on **substantive issues** and is **out of order once a Motion to Close Debate has been passed**.

A Motion to enter Informal Debate is in order following the procedures outlined in **Sections 13.3 through 13.5**.

## 3. Recognition

A Delegate may only address the committee if he/she has received **permission from the Chair**.

## 4. Interruptions

A Speaker may not be interrupted by another Delegate unless the Delegate has risen to a **Point of Personal Privilege**.

A **Point of Order does not interrupt a speaker**. Only once the Speaker has concluded and the floor is given back to the Chair may a Delegate raise a **Point of Order**.

## 10. Yields

Only during **substantive Formal Debate**, a Delegate may yield any remaining time at the end of his/her speech in one of the following manners:

### 10.1 To Questions [POI]

The Chair will use the remaining time to entertain questions for the Speaker from the committee. Delegates wishing to ask questions shall **raise their placards and wait to be recognised by the Chair**.

The Chair shall rule questions that are **rhetorical, leading, or not relevant to the Speaker's speech out of order**.

**Only the Speaker's answer shall be subtracted from the remaining speaking time.**

### 10.2 To Another Delegate

A Speaker wishing to give the remaining time allotted to his/her speech to another Delegate may do so.

A Speaker who has been yielded to **cannot yield his or her time again**. Delegates must be priorly informed of the so.

## 10.3 To the Board [EB]

The floor will automatically be given to the next speaker on the Speakers' List.

If a specific yield has not been established by the Speaker, the floor will automatically be given to the Chair.

During a **Moderated Caucus**, the floor will also automatically be given to the Chair.

## Points

### 11.1 Point of Personal Privilege

A Delegate may rise to a Point of Personal Privilege if a matter **impairs him/her from participating fully in committee activities**.

The Chairpersons shall try to effectively address the source of impairment.

This point **may interrupt a Speaker only in cases of inability (e.g., audibility issues)**.

### 11.2 Point of Order

A Delegate may rise to a Point of Order if a **rule of procedure is not properly observed** by another Delegate or by the Chairpersons.

The Chair will rule on the validity of the point.

A Delegate rising to a Point of Order **may not comment on the topic of discussion**.

A Point of Order ruled dilatory by the Chair **may not be appealed**.

This point **may not interrupt a Speaker**.

### 11.3 Point of Parliamentary Inquiry

A Delegate may rise to a Point of Parliamentary Inquiry requesting an explanation from the Chair on the **Rules of Procedure**.

This point **may not interrupt a Speaker**.

## 12. Rights

### 12.1 Right of Reply

A Delegate whose **personal or national integrity has been impugned** by another Delegate's comments may rise to a Right of Reply.

Disagreement with the content of a Delegate's speech **is not grounds** for a Right of Reply.

The Chair will recognize the Right of Reply at his/her discretion and decide how to resolve the motion.

This point **may not interrupt a speaker** but should be addressed **immediately after the speaker has finished his/her speech**.

Should the Chair rule the Right of Reply out of order, **the decision cannot be appealed**.

No Delegate may call for a Right of Reply on a Right of Reply.

## 13. Motions

### 13.1 Motion for the Adjournment of the Meeting

A Delegate may move for the Adjournment of the meeting to **suspend all committee activities until the next scheduled meeting time.**

The Chair may rule the motion out of order without possibility of appeal or put it to vote.

### 13.2 Motion for the Adjournment of the Session

A Delegate may move for the Adjournment of the Session to **cease permanently all committee activities.**

The Chair may rule the motion out of order without possibility of appeal or put it to vote.

The motion requires a **two-thirds (2/3) majority** to pass.

### 13.3 Motion for a Moderated Caucus

A Delegate may move for a Moderated Caucus, thereby suggesting a change from Formal Debate to moderated Informal Debate.

The Delegate must specify:

- **Total duration of the caucus**
- **Speaking time**

The Chair may suggest a more appropriate caucus length or speaking time or may rule the motion out of order without possibility of appeal.

If the motion passes, the committee will enter Informal Debate, whereby the Chair will recognize Delegates who raise their placards.

### 13.4 Motion to Extend the Moderated Caucus

A Delegate may move to extend the Moderated Caucus if he/she feels that additional time would benefit the work of the committee.

The extension:

- **Must not exceed the duration of the original Moderated Caucus**

The Chair may suggest modifications or rule the motion out of order.

### 13.5 Motion for an Unmoderated Caucus

A Delegate may move for an Unmoderated Caucus, thereby suggesting a change from Formal Debate to Informal Debate.

The Delegate must specify:

- **Duration**

The Chair may suggest a more appropriate duration or rule the motion out of order. Once the motion has passed, the committee will depart from the Speakers' List and Delegates will engage in **informal discussion without leaving the conference room**.

## 13.6 Motion to Extend the Unmoderated Caucus

A Delegate may move to extend the Unmoderated Caucus if additional time would benefit committee work.

The extension:

- **Must not exceed the original duration**

# 14. Resolutions and Amendments

## 14.3 Draft Resolutions

### 14.3.1 Draft Resolutions

Delegates may refer to a document as a "Draft Resolution" in a speech **only after it has been assigned a number by the Secretary General or the Deputy Secretary General**.

If Draft Resolutions are complementary or substantially similar, the Chair may recommend that the Sponsors of such Draft Resolutions **merge the documents prior to the end of debate**.

### 14.3.4 Sponsor

Sponsors are recognized as the main authors of a Draft Resolution.

There shall be **Limited Sponsor** per Draft Resolution.

The Sponsor is required to **support the Draft Resolution during voting procedure**, unless significant changes have been introduced through the amendment process.

### 14.3.5 Signatories

**Signatories** are recognized as supporters of the Draft Resolution.

The required number of Signatories shall be determined by the Chair and must be **at least one-fifth (1/5) of the total members present in the committee**.

Amendments to a Draft Resolution **do not require approval from Signatories**.

Signatories are **not obligated to vote in favour** of the Draft Resolution; their role is solely to indicate interest in having it introduced for further debate.

Signatories may **sign how many ever Draft Resolution**. However, there are **no restrictions during the voting procedure**.

### 14.3.6 Introduction of a Draft Resolution

A Delegate may move to **introduce a Draft Resolution**.

assigned a Draft Resolution number by the Chair or the Sponsor shall entertain a Motion to introduce the Draft Resolution.

Once the Motion has passed:

- The Chair shall invite the **Sponsor** to read out **only the operative clauses** of the Draft Resolution.

## **14.4 Amendments**

### **14.4.1 General Rules on Amendments**

During debate on a Draft Resolution, a Delegate may move to introduce an **Amendment**, which may:

- **Add to**,
- **Strike out from**, or
- **Revise** a part of the Draft Resolution.

All Amendments must be **approved by the Chair prior to introduction**.

It is highly recommended that an Amendment be supported by **at least one co-sponsor**.

The Chair retains discretion to define the **time period during which the floor shall be open to amendments**.

Amendments to **pre-ambulatory clauses are not in order**. However, the Chair may allow such amendments in exceptional cases where **serious errors have been identified** by the Secretary General or the Deputy Secretary General.

### **14.4.2 Friendly Amendments**

Substantive Amendments approved by the **Sponsor and all Signatories** of a Draft Resolution shall be considered **Friendly Amendments**.

Friendly Amendments shall be **automatically incorporated into the Draft Resolution without a vote**.

**Amendments to Friendly Amendments are out of order.**

### **14.4.3 Unfriendly Amendments**

Substantive Amendments that are **not approved by the Sponsor** of a Draft Resolution shall be considered **Unfriendly Amendments**.

Such Amendments must be **approved by the Chair** before being introduced.

Unfriendly Amendments shall be **put to a vote prior to the vote on the Draft Resolution as a whole**.

**Amendments to Unfriendly Amendments are in order.**

The Chair reserves the discretion to **limit the number of such Amendments** if deemed excessive.

# Order of Precedence

Motion / Point	Description	Debatable	Votes Required	Interrupt Speaker
Point of Personal Privilege	Feeling discomfort	No	No	Yes
Point of Order	To point out a misuse of rules	No	No	No
Right of Reply	Reply to an insult	No	No	No
Point of Parliamentary Inquiry	Clarify the rules	No	No	No
Motion to Set the Agenda	Set the working agenda	Yes (1+/1)	Simple Majority	No
Motion to Establish Speakers' List	Open the Speakers' List	No	Simple Majority	No
Motion to Set Speaking Time	Define speaking time limit	No	Simple Majority	No
Motion to Adjourn Session	Cease permanently all council activities	Yes (2+/2)	2/3 Majority	No
Motion to Adjourn Meeting	Adjourn until next scheduled meeting	No	Simple Majority	No
Motion for Unmoderated Caucus	Proceed to an Unmoderated Caucus	No	Simple Majority	No
Motion for Moderated Caucus	Proceed to a Moderated Caucus	No	Simple Majority	No
Motion to Introduce a Draft Resolution	Introduction of a Draft Resolution	No	Simple Majority	No