

Scripps MUN 2019 Rules of Procedure

General Rules

1. Exceptions: Rules of procedure may change at the discretion of the Chairs and the Secretary-General.
2. Staff Powers: The Chairs will have the power to rule a motion “dilatory” based on its level of disruptiveness to the committee’s proceedings.
3. Courtesy: Exemplifying courteous and diplomatic behavior to the Secretariat, advisors, and delegates is an absolute expectation of Scripps MUN participants. Failure to comply may result in a call to order. In extreme cases, the Scripps MUN Secretariat reserves the right to expel delegates from their committee room.
4. Attire: Delegates are highly encouraged to wear western professional business attire.
5. Credentials: Delegates are required to wear credentials at all times.
6. Electronic Devices: Laptops and tablets may not be used in committee at all times except for unmoderated caucuses, and chair discretion. Additionally, Delegates may use electronics to present in formal caucus. Electronics must be used appropriately and if misused, may be given to the delegate’s advisor for the remainder of the day.
7. Awards: Committee awards will be decided upon by the Chairs. Awards will be given on the basis of topic knowledge and understanding, diplomatic skill, and committee insight. All Individual and Delegation Awards will be presented in the closing ceremonies of the conference.
8. Quorum: One-third of the committee must be present in order to participate in formal debate.

Debate Procedure

1. Roll Call: Committee Chairs will conduct a roll call at the beginning of each committee session. Delegates may announce themselves present or present and voting.
 - i. Present: By declaring themselves “present,” delegates announce that the issues involved in the committee’s proceedings will involve their nation’s option to vote “yes,” “no,” or “abstain” on any substantive matter. Delegates may not abstain on a procedural matter.
 - ii. Present and Voting: By declaring themselves “present and voting,” delegates indicate that the issues at hand are ones of grave concern to their nation. Delegates who announce themselves present and voting announce that they will be actively involved in the committee’s proceedings and deliberately forfeit their right to abstain on any substantive measures put to the vote.
2. Speaker’s List: After setting the agenda, the Chair will open the floor to a motion to open the speaker’s list.
 - i. Categorizing the Speaker’s List: After the motion passes, delegates will be able to add their names to the speaker’s list. The delegate who successfully passes the motion to open up a speaker’s list, will be given preference to be added first on the list. The speaker’s list may be cut off at any point by the Chair’s discretion, at which point additional delegates that wish to be added may submit a note to the dais.
3. Speeches: This will form the primary body of formal debate. Following the order prescribed by the speaker's list, delegates will be recognized by the Chair and will be permitted to speak on the issue at hand within the time prescribed.
 - i. Speaking Time: Speaking time will be set at a one minute unless otherwise amended. Chair discretion will be honored if any of the speaking times are ruled dilatory. These time limitations shall not undercut a minimum of thirty seconds nor exceed a maximum of two minutes.
 - ii. Yields: If a speaker does not use the time allocated for their speech, he or she may yield their remaining time to one of the following:
 1. The Chair: This will allow other delegates the opportunity to make a comment or question on your speech. The Chair will choose delegates to comment or question the

original speaker. The original speaker will be permitted to reply, time permitting. Follow up questions by the same delegate will not be permitted in substantive debate.

2. Another Delegate: This allows a specified delegate to whom the time has been yielded to speak for the remainder of the speaking time.
- iii. Comments: Delegates may wish to comment on speeches after a speaker has yielded their time to the chair. Commentators are chosen by the Chair. Comments should refer specifically to the previous delegate's speech and should not comprise their own speech or address the matter at hand directly.
 1. Change Number: The number of comments permitted after a speaker yields to the floor may be changed at any time by moving to do so and successfully commanding a simple majority of the committee. If comments are allowed, the default number of comments is two.
 2. Change Time: The duration permitted for each comment may be modified at any time by motion, contingent upon its reception of a simple majority. Default comment time is thirty seconds.
- iv. Questions: Delegates may wish to question the speaker after yielding their time to the Chair. These delegates are chosen at the Chair's discretion.
 1. The response time for a question will be counted against the speaking time. Questions are asked until the speaker has exhausted their time.
4. Moderated Caucus: A moderated caucus may be used to address a specific topic or focus the content of the debate. Moderated caucuses must be for a specific topic, with a specific duration, and with a specific individual speaking time. Any speech not on the topic will be ruled out of order by the Chair. The Delegate who successfully motions for the moderated caucus will be given preference either to speak first or last in the moderated caucus.
 - i. Extension: A delegate can motion for an extension of a moderated caucus after the caucus expires. By a simple majority, a moderated caucus may be extended by a set time (delegates may not extend extensions). The extension may not be for longer than half of the initial time. Extensions may not alter individual speaking times or the specific topic.
 - ii. Consultation of the Whole: When delegates wish to hear from the entire committee, they may call for a consultation of the whole. Should the motion pass by a simple majority, the entire committee will be afforded time to speak on the issue. The motioning delegate must specify a topic and a speaking time.
 1. Delegates may forfeit their time by saying "pass" when called upon.
 2. The motioning delegate must specify which manner shall be used for choosing speakers (Ex. alphabetical order, seating order, reverse alphabetical order, etc)
 - iii. Unmoderated Caucus: Unmoderated caucus is an opportunity for delegates to discuss events in committee without the strictures of formal debate. During unmoderated caucus, delegates may move and speak freely throughout the room. Afterward, delegates expected to move quickly and quietly to their seats.
 - iv. Extension: A delegate can motion for an extension of an unmoderated caucus after the caucus expires. By a simple majority, an unmoderated caucus may be extended by a set time (delegates may not extend extensions). The extension may not be for longer than half of the initial time.

Other Points and Motions

1. Motion to Open/Re-Open Formal Debate: When the committee believes that formal debate over the matter at hand should begin, a motion to open formal debate will be in order. The motion passes with a simple majority.
2. Motion to Close Formal Debate: When the committee believes that formal debate over the matter at hand has culminated (or when the committee runs out of time), this motion will be in order. After two

speakers for the motion and two speakers against the motion have spoken, the committee may pass the motion with a simple majority.

3. Point of Personal Privilege: In the event that a delegate faces a condition in which he/she feels uncomfortable in the committee room or fails to hear a speaker, he/she may interrupt the speaker to express a point of personal privilege.
4. Point of Order: If a delegate observes the incorrect use of these rules of procedure, he/she may call a point of order to correct the error. Points of order should not be used to interrupt a speaker unless the speech violates the rules of procedure.
5. Point of Inquiry: Delegates that have a question for the Chair regarding procedural matters should raise a point of inquiry.
6. Point of Information: Delegates that have a question for the Chair regarding topic matters should raise a point of information
7. Motion to Open/Close/Re-Open the Speaker's List: After ordering the agenda, delegates will be invited to move to open the speaker's list. Delegates that would like to be added to the speaker's list may raise their placards. The Chair will add the delegates to the speaker's list in an unbiased procedure. If the speaker's list is exhausted, debate is automatically closed, and the committee will be in voting bloc. Closing the speaker's list simply means that no more delegates may be added to the speaker's list, and this motion may be reversed by a motion to reopen the speaker's list. After resuming debate from a different motion, it will automatically restart if there are no other points or motions on the floor. When formal debate on a new topic begins, the Chair will invite a motion to open a new speaker's list.
 - i. The content of speeches should be relevant to the regarded topic at all times.
 - ii. The sponsor of the resolution under discussion has the right to be the first speaker on the speaker's list.
 - iii. Motion to be Added To/Removed From the Speaker's List: Delegates may send notes through the Page, requesting to be added or removed from the speaker's list. Delegates may not be added if the speaker's list is closed.
8. Motion to Suspend Debate: Delegates wishing to halt committee functions until the next session may motion to suspend debate.
9. Close Debate: At the end of the fourth and final session, delegates may motion to close debate within their committee.
10. Right of Reply: In the event that a delegate or his/her nation receives an personally offensive and/or inappropriate remark, a delegate can appeal to a right of reply. A right of reply, if requested, will be processed at the Chair's discretion. If a right of reply is invoked by the Chair, the delegate will receive a thirty second default speaking time to respond to the owner of the abusive remark.

Points and Motions Precedence Table:

Points and Motions	Rule	Debatable
Open/Re-Open Formal Debate	C 1	No
Point of Personal Privilege	C 3	No
Point of Order	C 4	No
Point of Inquiry	C 5	No
Close Formal Debate	C 2	2 for 2 against
Order the Agenda	C 6	No
Open/Close/Re-Open the Speaker's List	C 7	No
Added/Removed on the Speaker's List	C 8	No
Right of Reply	C 11	No
Adjourn Debate/Close Debate	C 9 /10	No

Extend Previous Caucus	B 5/6 i	No
Informal/Unmoderated Caucus	B6	No
Moderated Caucus	B5	No
Consultation of the Whole	B 5 ii	No
Present Draft Resolutions (Formal Caucus)	D 2	No
Change Speaking Time	B 3 i	No
Change the Number of Comments	B 4 ii 1	No
Change Comment Time	B 4 ii 2	No
Introduction of a Draft Resolution	D 1	No
Introduction of an Unfriendly Amendment	E 1 ii 1	No
Enter Voting Block	F 1 i	2 for 2 against
Exit Voting Block	F 1 v	No
Dividing the Question	F 1 iv	No
Roll Call Vote	F 1 iii	No
Adopt by Acclamation	F 1 iii 1	By Objection

Resolutions

1. Resolution: Resolutions can only be introduced to the floor if they have the proper number of sponsors and signatories. Resolutions are introduced to the floor by giving the Chairs a copy of the resolution.
 - i. Sponsors and Signatories: Delegates may not sponsor more than one resolution. Numbers may vary in order to accommodate the different sizes of each committee, but there is no minimum number of sponsors or signatories required per resolution.. Delegates that have directly contributed to drafting the resolutions are labelled as “sponsors,” while delegates that are in support of allowing the committee to discuss the draft resolution are labelled as “signatories.”
2. Presentation of Resolutions (Formal Caucus): Group Resolutions are presented to the committee in formal caucus, which is initiated by a delegate and confirmed by simple majority. During formal caucus, the resolutions will be displayed and presented to the committee by representatives from the resolution’s sponsors. The motion to present draft resolutions must include the times for presentations and for a Q&A period. Delegates with questions are chosen at the Chair’s discretion. There will be no follow-up conversation between the questioner and the sponsor.
 - i. Sponsor Presenters: No more than ½ of the sponsors of a resolution may present their work during formal caucus. In the case of an odd number, the number of sponsors will be rounded up.

Amendments

1. Amendments: Delegates may submit amendments to alter resolutions.
 - i. Friendly Amendments: All sponsor and signatories of the current draft resolution must be signatories to the friendly amendment. Once introduced, friendly amendments are immediately incorporated into the draft resolution.
 - ii. Unfriendly Amendments: Unfriendly amendments must have ⅓ of voting delegates as signatories to it.
 1. Unfriendly amendments are introduced to the floor by giving the Chairs a copy of the amendment. This motion is informal and ideally takes place during or shortly after an unmoderated caucus.

2. When debate is closed on an unfriendly amendment, the committee will immediately move into voting procedure on it. To pass the unfriendly amendment, a simple majority is required.
 3. After the voting procedure, debate will return to the speaker's list.
1. Limits to Amendments: Regardless of the label of the amendment, a delegate or group of delegates cannot amend more than half of the previously-existing operative clauses.

Voting

1. Voting Procedures:

- i. Enter Voting Bloc: Delegates wishing to vote on the substantive matters must move into voting bloc. This motion automatically passes if the committee closes formal debate. Before voting on entering voting bloc, the Chair must select two speakers to speak for and two to speak against the motion.
- ii. Standard Voting Procedure: Once in voting bloc, the Chair will open the floor to any motions that may alter voting procedure. (See F-iii and F-iv.) If no points or motions are proposed, the dais will lead by policy of standard voting procedure. Voting for substantive matters needs a simple majority and will be conducted by the dais while delegates use placards to vote. Delegates will be permitted to vote "yes", "no", or "abstain." The Chair is accountable for ensuring that delegates who declared their nation "present and voting" will not abstain from a vote on a substantive matter. If the Chair observes an inconsistency between voting declaration and a delegate's abstention, the Chair has the right to issue a re-vote.
 1. No delegate may enter or exit the room during voting bloc and guests will be asked to leave. The committee's Page will be required to stand outside the committee's door to ensure that this policy is enforced. At least two members of the dais must remain in the committee room during voting bloc.
 2. For every substantive vote, the Chair will announce the number for, number against, and number of abstentions. The Chair is required to clearly state if the resolution passes or fails by rules of a simple majority.
- iii. Roll Call: A delegate may call for a roll call vote, which passes with a simple majority. For a roll call, countries will be called in alphabetical order. Delegates may vote "yes", "no", or "abstain" during a roll call vote.
- iv. Adopt by Acclamation: If this motion is called for, then any objections to the motion will be taken. If there are no objections, then the item automatically passes. If there are objections, then the motion fails and the committee returns to voting procedure.
- v. Division of the Question: If a motion to divide the question is passed, then the operative clauses will be voted on separately, as described in a the motion.
 3. All suggestions to separate the operative clauses will be voted on in the order they were received and will pass with a simple majority.
 4. Motions to divide must apply to the complete operative clause (sub-clauses included). No more than half of the operative clauses may be divided.
- vi. Exit Voting Bloc: At any time during voting procedure, delegates may motion to exit voting. This motion will pass with a simple majority.

Specialized Committees

1. Crisis Committee: The Crisis Committee will offer delegates the chance to create conventions and treaties instead of resolutions. Adjustments to Scripps MUN procedure are outlined below.
 - i. Moderated Caucus: The committee will remain in a perpetual moderated caucus with an underlying speaker's list. The Chair will honor a motion for a return to formal debate, at which time the speaker's list will be resumed. It is at the Chair's discretion to honor a previous speaker's list or to construct a new one at any given time. Delegate's may also motion to re-enter moderated caucus at any time.
 - ii. Unmoderated Caucus: The unmoderated caucus will be a point of focus in committee. The Chair will honor a motion for an unmoderated caucus, except in situations when the Chair deems it either disruptive or redundant. The Chair will not accept any motions for unmoderated caucuses longer than twenty minutes.
 - iii. Directives: Resolutions shall not be used in a Crisis Committee. Delegates will act using directives and personal notes only. All directives are subject to the Chair's approval and the approval of the Crisis Staff.
 - i. Action Directive: The portfolio powers of any group or delegate is directed through the use of Actions. Action directives must be labeled as "information," "action," or "meeting" to represent its use.
 1. Information notes are used as inquiries directed towards the Crisis Staff. Action notes are used to perform specific actions based on portfolio powers. Once accepted by the Chair, these will be presented to the Crisis Staff. Meeting notes may be used to request meetings with either a small number of committee parties or with an outside party (represented by the Crisis Staff) with the whole committee.
 - ii. Communiqués: These are used to communicate with foreign governments, individuals, or other entities outside of the committee. They are submitted to and returned by the Crisis Staff.
 - iii. Press Releases: These are used to present information to the public on behalf of a delegation or a larger group. The use of press releases is encouraged in order to influence the situation at hand. The Chair is advised to disregard a Press Release issued without sound reason.
 - iv. Private/Informal Directives: Delegates will be able to exercise the powers of the members they represent in committee. The real world boundaries and jurisdictions of individuals represented will be respected.
 1. Directives will be sent to the Crisis Staff who will respond accordingly. Private actions will only be considered within a delegate's portfolio powers. Creativity is encouraged, and questions can be sent to the Crisis Staff.
 - v. Committee Directives: Committee directives must be presented to the committee using a motion to introduce.
 1. Committee directives will be in order when the minimum number of signatories is met, as stipulated by the Chair.
 2. A committee directive will only be implemented when passed by the committee.
 - a. A delegate may "move the previous question" to move to voting on the directive at hand.
 - b. When voting, a directive will pass with a simple majority.
 - vi. Group Directives: Group directives must have the signatures of all bodies associated. Group directives operate on behalf of all signatories and their collective portfolios.
2. Security Council:

- i. Voting Procedures: The Security Council will follow the standard voting procedures of all GA/ECOSOC committees while acknowledging the unique veto powers of the P5 member states present in committee.
 - i. Veto Power: When voting on all substantive matters, the People's Republic of China, Russian Federation, United States of America, French Republic, and United Kingdom of Great Britain and Northern Ireland have the right to veto any resolution, at which point the resolution would immediately fail to pass. This is not applicable to any procedural matter.
 - ii. Voting Quorum: A minimum of nine Security Council members must be present in order to vote on substantive matters.
 - iii. Revoking Veto Power: During voting bloc, the veto power of a P5 country may be revoked by a supermajority (2/3 vote). This measure must be voted upon for each resolution, individually.