

Rules of procedure



GIMUN

GIMUN 2024

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I. GENERAL PROVISIONS

1. Rules of Procedure

The GIMUN Rules of Procedure (hereinafter referred to as “the Rules of Procedure” or “the RoP”) are not subject to change and shall be considered adopted prior to the beginning of the Conference.

The Rules of Procedure include the General RoP pertaining to all the Committees and participants of GIMUN 2024 as well as Special RoP pertaining to each of the Committees they refer to.

In case of conflict between a General RoP and a Special RoP pertaining to a given Committee, the latter shall prevail.

If a situation arises which has not been addressed in the Rules of Procedure, the Secretaries-General shall have the final say over which rule shall apply and which course of action shall be taken.

2. Terminology

For the purpose of these Rules of Procedure, the following terminology shall apply:

- The term “Committee Sessions” shall hereinafter refer to one day of sessions;
- The term “Participant” shall hereinafter refer to all persons registered to take part in the Conference;
- The term “Delegate” shall be understood as a generic term, referring hereinafter to all members of a Committee with the exception of the Secretariat, Chairs and appointed journalists;
- The term “Resolution” shall be understood as a generic term referring hereinafter to all final documents

3. Languages

English and French are the official working languages of the Conference. They will be used during formal sessions, socials and other events. An exception may be made if no interpretation facilities are available during Committee Sessions.

4. Dress Code

The Dress Code for the Committee Sessions shall be formal business attire. An exception shall be granted concerning any formal dress considered appropriate in the culture of the Participant’s country of origin.

5. Attendance

Attendance to the Committee Sessions is mandatory for all Participants of the Conference. If a Delegate is, for specific reasons, unable to attend a Committee Session, this must be

communicated to the Chairs as soon as possible. Furthermore, if a Participant attends less than 80% of Committee Sessions, they will not receive a participation certificate.

6. Personal Conduct

All Participants shall maintain diplomatic, respectful and courteous behaviour for the duration of the Conference. Any Delegate who fails to conduct themselves in such a way during Committee Sessions shall be called to order by the Chairs of the Committee in question.

The Secretaries-General or the Chairs may suspend any Delegate who repeatedly does not abide by the specified code of conduct.

The Secretaries-General may expel any Delegate from the Conference who has either been suspended before and continues not to abide by the specified code of conduct or who violates the code of conduct in an extremely serious manner.

7. Plagiarism

Any form of plagiarism and copying of a text without properly referencing it shall lead to disciplinary measures, such as disqualification from receiving awards. This clause applies to all Conference materials including study guides, position papers, resolutions and amendments.

The use of Artificial Intelligence (AI) tools without proper referencing of sources used in the text provided by the AI will be considered plagiarism if there is a likelihood of AI usage exceeding 60% of the material.

8. Use of Artificial Intelligence

The use of Artificial Intelligence (AI) tools, such as but not limited to ChatGPT, Gemini, or Copilot, in drafting, significantly refining, or altering any conference materials, including study guides, position papers, resolutions, and amendments, is not permitted. The use of AI tools is also prohibited during committee sessions. Non-compliance with this rule will result in disciplinary measures, including disqualification from receiving awards.

All submitted documents will be reviewed and scanned for AI usage in accordance with GIMUN's Consent Form on the Prohibition of AI Usage.

II. STAFF

1. Chairs

The Chairs shall preside over each Committee. Their responsibilities include:

- a. declaring the opening and closure of each Committee Session
- b. suspending the session for a limited amount of time, if necessary
- c. composing the Speaker's List

- d. setting the initial speaking time
- e. granting the right to speak
- f. proposing limitations on speaking time
- g. announcing decisions

The Chairs may advise the Delegates on substantive and procedural matters in order to enable a good functioning of the Committee.

The Chairs shall:

- a. act in an equitable and objective manner
- b. respect these RoP
- c. maintain the order during the sessions
- d. have complete control over the proceedings in the Committees
- e. be guided by considerations of equity, appropriateness and the good functioning of the Committee in all their decisions.

During the entirety of the formal sessions, the Chairs shall be guided by the considerations of general professional ethics and act respectfully vis-à-vis the Delegates as well as their fellow Members of the Secretariat and other persons taking part in the Conference.

The Chairs shall be considered as equal before the Committee.

The Chairs' interpretation of the Rules of Procedure shall prevail.

2. Under-Secretaries-General

The Under-Secretaries-General are responsible for their respective departments. They are directly subordinate to the Secretaries-General.

3. Secretaries-General

The Secretaries-General shall have the rights prescribed hereinafter and may exercise them over each of the Committees present at GIMUN 2024. Should they consider it necessary, the Secretaries-General are entitled to adopt measures not stated in the RoP.

The Secretaries-General's interpretation of the RoP shall prevail.

The Secretaries-General may at any time make oral and written statements to a Committee concerning any question under consideration.

The Secretaries-General shall, in their interpretations and functions outlined in the RoP, take into consideration equality of treatment and the good functioning of the Conference.

The Secretaries-General shall also:

- a. assist the Chairs;
- b. receive, correct and circulate documents;
- c. have custody of the documents in the archives.

4. Secretariat

The Chairs, Secretaries-General and Under-Secretaries-General form together what will hereinafter be referred to as the “Secretariat”.

In the unlikely event of a conflict between the Members of the Secretariat or between a Member of the Secretariat and a Delegate, the persons concerned shall refer to the Secretaries-General for mediation

III. PARTICIPANTS

1. Accreditation

The GIMUN Secretariat has accepted and confirmed the personal information, country and Committee allocation of all Delegates and other participants prior to the opening of the Conference.

2. Delegates

Each Member State and Observer to a Committee shall be represented by one Delegate unless otherwise stated by Special Rules or the Secretaries-General.

Delegates representing accredited Member States of their respective Committee shall have speaking and voting rights on procedural and substantive matters unless otherwise provided for in the Rules of Procedure.

Specially accredited non-member States, organizations and other entities as selected by the GIMUN Secretariat shall be represented by Observers.

3. Journalists

The journalists work under the authority of the USGs for Press. They may visit any Committee they may be covering, interview Delegates at any time and receive statements from them regarding the discussions taking place in the Committee Sessions provided that this does not interfere with the good functioning of debates.

IV. DIPLOMATIC CONDUCT

1. Session Times

The times and breaks are determined by the Secretariat prior to the Conference and are binding for the Delegates. For logistical and organisational reasons, the exact schedule may be subject to changes. Any such change will be communicated to the Delegates and the Chairs in due time.

Suspension of the meeting for breaks not included in the official schedule is up to the discretion of the Chairs. The suspensions shall not be arbitrary and shall in no way disrespect the work of other Committees.

Should any Member of the Committee fail to show up on time, appropriate measures to remedy the misdemeanour are at the discretion of the Chairs. The Chairs may informally consult the Committee before deciding on an appropriate measure regarding such misdemeanour.

2. Appropriate Conduct of a Delegate and Speaking in the Committee

No Delegate shall address a Committee without having previously obtained permission by the Chairs during formal debate, a moderated Caucus or when voting on substantial or procedural matters¹. Delegates may request the right to speak by raising their placard when the Floor is open and stating their request after being acknowledged by a Chair.

If a Delegate addresses a Committee without permission, exceeds their maximum allotted time to speak, makes irrelevant or offensive statements, or violates these Rules of Procedure in any other manner, the Chairs may call the Delegate to order and thereby revoke their permission to speak.

During formal debate and moderated Caucuses, Delegates may not talk with one another.

No Delegate is allowed to leave their designated seat and/or the official Committee room while in formal session without previously obtaining permission by the Chairs or without it being specifically provided for by the Rules of Procedure.

3. Chair's Discretion

The Chairs may use their discretion to make decisions without the Delegates voting on them in order to facilitate the debate appropriately. The following elements may be decided upon, proposed or overruled at the Chair's discretion:

- a. Deadlines regarding measures or decisions established or documents submitted by the Committee;
- b. All elements of time within the motions;
- c. The topics proposed within the motions, or specific elements thereof.

The Chairs have the right to suspend the Committee Session for a limited amount of time. This decision is not subject to appeal.

The Chairs shall only use their discretion if it is in the interest of the smooth functioning of the proceedings and in full accordance with these Rules of Procedure.

V. COMMITTEE SESSION

¹ See part. V

1. ROLL CALL AND QUORUM

1.1. Roll Call

In order to establish attendance, the Chairs shall proceed with a roll call prior to the Committee Session. During the roll call, the Chairs shall call on Delegates by their country in alphabetical order. Delegates may state their status as “Present” or “Present and Voting”.

Delegates declaring themselves “Present and Voting” must not abstain from voting on substantive matters. Both the Delegates declaring their status as being “Present” and the Delegates declaring their status as being “Present and Voting” shall be hereinafter referred to as “Delegates present”.

The status of “Present and Voting” does not apply to the Observers, as they are not allowed to vote on substantive matters.

Delegates not present during the initial roll call may request to have their presence acknowledged through a written note to the Chairs. Delegates may also request through other means if the Chairs gives prior agreement to alternatives such as sending a text message.

Delegates whose presence has not been formally acknowledged by the Chairs shall not partake in the formal debate, moderated suspension of the meeting nor votes on substantial or procedural matters.

1. 2. Quorum

A Committee Session may be opened if at least $\frac{1}{3}$ of the Delegates are present.

The total number of a Committee’s Delegates shall be based on the number of Delegates present at the Conference’s first session.

The Secretaries-General shall have the discretion to open a session regardless of the presence requirements.

2. AGENDA SETTING AND OPENING STATEMENTS

2. 1. Provisional Agenda

A provisional agenda for each of the Committees will be set by the Secretariat and communicated to the Delegates prior to the Conference coupled with their respective Study Guides.

2. 2. Adoption of the Agenda

After the roll call at the first Committee Session, the Chairs shall present the provisional agenda to their Committee.

The Chairs shall then proceed to ask for any objections to the provisional agenda.

In the event of any objections, the Chairs shall ask for up to two speakers in favour of the provisional agenda and up to two speakers against. They will be given the floor by the Chairs alternating for one minute each.

The number of speakers in favour and against the provisional agenda shall be equal. Should there be no Delegates wishing to speak in favour, the motion automatically fails. Should there be no Delegates wishing to speak against, the motion automatically passes.

The provisional agenda shall be put to a procedural vote after the debate, requiring a simple majority (more than 50% of the Delegates with voting rights) to pass.

In the event that the provisional agenda does not receive the required majority, the reverse agenda order is automatically adopted.

2. 3. Opening Statements

At the beginning of the debate on each agenda item, there shall be time allotted to each Delegate present to deliver an opening statement. The time allotted and the order of speakers is at the discretion of the Chairs and shall be communicated to the Delegates prior to the first Committee Session.

3. SPEAKERS' LIST, FORMAL DEBATE AND INFORMAL DEBATE

3. 1. Speakers' List

At the beginning of the sessions, the Chairs shall set a time for speeches.

The Chairs shall keep a list of speakers to determine the order in which speeches will be delivered during formal debate.

Delegates may request to be added to the list of speakers by:

- a. raising their placard
- b. setting their placard vertically on the table
- c. passing a note to the Chairs.

Delegates shall be generally added to the speaker's list in chronological order. The final order is at the discretion of the Chairs while considering equity and good functioning of the Committee. Their decision is not subject to appeal

A Delegate whose delegation's name is already on the Speaker's List may not be added again until they complete their speech. When no delegation is left on the speaker's list, the debate is closed, and the Committee automatically moves into substantive voting procedure. In case no draft resolutions are on the floor yet, the Committee automatically moves on to debate the next topic on the agenda.

A Delegate may withdraw their name from the speaker's list by giving a note to the Chairs.

3. 2. Invitation of Observers

Delegates may, at any time during the debates, request the participation of an organization, institution, State or other entity not represented in the Committee as an Observer.

This request shall be made in writing to the Chairs, who will convey the request, if deemed relevant to the work of the Committee, to the Secretary-General. The request must specify exactly who should be invited, for which purpose and why this would be beneficial for the subject at hand.

The Secretary-General shall inform the Committee in due time on whether the invitation has been accepted.

3. 3. Formal Debate

For the purpose of the Rules of Procedure, all debates taking place shall be referred to as formal debates unless the Committee is in suspension of the meeting or in the voting procedure

3.4. Informal Debate

For the purpose of the Rules of Procedure, all debates taking place within the framework of a moderated caucus, an unmoderated caucus or a voting procedure shall be referred to as informal debate.

4. YIELDING AND RIGHT OF REPLY

4. 1. Yields

A Delegate who has been granted the right to speak in a formal debate and has not exhausted their allotted speaking time shall yield their remaining time in one of the three methods outlined below.

A Delegate may yield their remaining speaking time to another Delegate who then may:

- a. accept the yield and deliver a speech for the remaining time, or
- b. reject the yield, in which case the time is automatically yielded back to the Chairs and the formal debate continues.

A Delegate may yield their remaining speaking time to points of information. In this case, the Chairs designate Delegates whose questions may consequently be answered by the yielding Delegate. Statements and comments, which go beyond a mere question, are not in order. Follow-up questions shall only be allowed at the discretion of the Chairs. The yielding Delegate may refuse to answer a question. The remaining time shall only be deducted when the yielding Delegate is replying.

A Delegate may, if they so wish, yield their time back to the Chairs, in which case the formal debate may continue.

Time may only be yielded once.

4. 2. Right of Reply

A Delegate whose personal or national integrity has been infringed by another Delegate may, at the end of the latter's speech, request a right of reply.

Rights of reply may only be granted during formal debate.

The request shall be granted at the Chairs' discretion, and if so, the wronged Delegate may immediately speak for one minute. The Chair's decision on this matter is not subject to appeal.

A right of reply to a right of reply is not in order.

5. POINTS AND MOTIONS

5. 1. Raising a Point or a Motion

All motions shall be raised only when the Floor is open. Points may be introduced at any time during formal debate without interrupting a speaker, unless otherwise specified in these Rules of Procedure.

The Floor is considered to be open when the Committee is in a formal debate and there are no points or motions being processed by the Chairs, voted upon or appealed, and no Delegate is exercising their right to speak.

In order to raise a point or a motion, Delegates shall raise their placard. After receiving recognition, they shall state the name of their point or motion.

If there are multiple motions or points raised at the same time, the Chairs shall address them in the following order:

- a. Point of personal privilege
- b. Point of order
- c. Point of parliamentary inquiry
- d. Point of information to the Chairs
- e. Motion to appeal the decision of the Chairs
- f. Motion to extend a previous suspension of the meeting
- g. Motion for the suspension of the meeting
- h. Motion for the adjournment of the meeting
- i. Motion for the adjournment of the debate on the item under consideration
- j. Motion to close the debate
- k. Motion to change the speaker time

- l. Motion for an unmoderated caucus
- m. Motion for a consultation of the whole
- n. Motion for a tour de table
- o. Motion for a Round Robin
- p. Motion for a moderated caucus

To “address” the point or motion shall hereinafter refer to the act of a Chair granting, ruling out, gathering objections to, or organising the vote on the point or motion, and to any other tasks provided for by the Rules of Procedure.

All motions and points are to be considered non-debatable unless explicitly stated otherwise in the Rules of Procedure.

The Chairs shall be responsible for collecting motions. It is up to their discretion to decide when and how many motions to collect. Once the Chairs stop collecting motions, the Delegates shall vote upon them one by one based on their disruptiveness as outlined above.

Motions require a simple majority to pass, unless explicitly stated otherwise in the individual rules pertaining to the specific motion.

5. 2. Debatable motions

The purpose of debating a motion is to assess the advantages and disadvantages of its prospective passing. Speaking on any other matter during the debate on a motion is out of order.

If a motion is said to be debatable, the Chairs shall decide on up to two Delegates to speak in favour and up to two Delegates to speak against the motion.

Delegates may request to speak in favour or against the motion by raising their placards. The Delegate who proposed the motion may speak in favour of it if they request it.

The number of Delegates in favour and against shall be equal. Should there be no Delegates wishing to speak in favour, the motion automatically fails. Should there be no Delegates wishing to speak against, the motion automatically passes.

Each Delegate shall be given the Floor for one minute.

5. 3. POINTS

5.3.1 Point of personal privilege

The purpose of a Point of personal privilege is to remove a personal discomfort, which hinders the Delegate’s ability to fully participate in the proceedings. The personal discomfort is subject to interpretation by the Chairs and, if considered valid, the Chairs shall grant the point. Necessary actions may be taken in order to ensure the restoration of the Delegate’s full participation.

A Delegate may at any time, except during speeches or when another point of personal privilege is being addressed, raise a point of personal privilege. Exceptionally, a point of personal privilege may interrupt a speaker if the Delegate raising the point cannot hear the speaker.

5.3.2. Point of order

A Delegate may, at any time, except when a point of personal privilege or another point of order is being processed, raise a point of order.

The purpose of a point of order is to report an improper parliamentary procedure according to the Rules of Procedure.

A Delegate may not, while raising the point of order, speak on the substance of the matter under discussion.

The Chairs may rule the point of order out of order if they consider that no violation of the Rules of Procedure has taken place. Their decision is subject to appeal.

5.3.3. Point of parliamentary inquiry

A Delegate may at any time, except during speeches or when another point or motion is being processed, raise a point of parliamentary inquiry.

The purpose of a point of parliamentary inquiry is to clarify a question regarding the Rules of Procedure. Unless it is clearly trivial or raised for the sole purpose of disrupting the Committee, the Chairs shall grant the point and respond to the Delegate's concern in an attempt to clarify the point.

5.3.4. Point of Information to the Chairs

A Delegate may at any time, except during speeches or when another point or motion is being processed, raise a point of information to the Chairs.

The purpose of a point of information to the Chairs is to clarify a question regarding information on the topic or clarification of the Study Guide. When responding to points of information, the Chairs must provide impartial information related to the question asked.

5. 4. MOTIONS

5.4.1. Motion for a Moderated Caucus

A Delegate has the right to raise a motion for a moderated Caucus. The Delegate shall briefly state:

- a. the topic of the suspension
- b. a proposed time of the suspension
- c. an individual speaking time per Delegate.

The Chairs may rule a motion for a moderated caucus out of order. Their decision is not subject to appeal.

If multiple motions for a moderated caucus are on the Floor at the same time, they shall be voted on in order of their disruptiveness in relation to the formal debate, namely the total time and (subsidiarily) the speaker's time, beginning with the most disruptive. If several motions for a moderated suspension are equally disruptive, they will be addressed in order of arrival on the Floor.

The moderated caucus interrupts formal debate. No speaker's list shall be established. Delegates may indicate their desire to speak by raising their placards. If no Delegate signals their desire to speak within a reasonable timeframe, the moderated suspension shall lapse, and the Committee shall return to formal debate.

5.4.2. Motion for an Unmoderated caucus

A Delegate shall have the right to raise a motion for an unmoderated caucus. The Delegate shall briefly state:

- a. proposed total time.

The Chairs may rule a motion for an unmoderated caucus out of order. Their decision is not subject to appeal.

If multiple motions for an unmoderated caucus are on the Floor at the same time, they shall be voted on in order of disruptiveness in relation to the formal debate, beginning with the most disruptive. If several motions for an unmoderated caucus are equally disruptive, they will be addressed in order of arrival on the Floor.

The unmoderated caucus interrupts formal Debate. While in an unmoderated suspension, Delegates are free to move around the room and discuss.

5.4.3 Motion to Extend the Previous motion

A Delegate may propose an extension of the previous motion right after it has come to an end.

This motion is procedural in nature and needs a simple majority to pass.

The total duration of the extension may not exceed the total duration of the suspension of the meeting which is to be extended.

When an extension of a moderated caucus is proposed, the topic and individual speaker's time of the moderated caucus will automatically be applied.

The Chairs may, at their discretion, rule this motion out of order.

5.4.4. Motion for a Consultation of the whole

A Delegate may at any time when the Floor is open, introduce a motion for a Consultation of the whole on a specific topic to hear the positions of other delegations.

If the motion is accepted by the Chairs, The delegate will moderate the debate and give the floor to his fellow delegates for a maximum of one minute to voice their opinion on the topic in question.

This motion cannot be extended.

The Chairs may, at their discretion, rule this motion out of order.

5.4.5. Motion for Tour de Table

A Delegate may at any time when the Floor is open, introduce a motion for a Tour de Table on a specific topic to hear the positions of other delegations.

If the motion is accepted by the Chairs, every delegation may take the Floor in alphabetical order for a maximum of one minute to voice their opinion on the topic in question.

This motion cannot be extended.

The Chairs may, at their discretion, rule this motion out of order.

5.4.6. Motion for a Round Robin

A Delegate may at any time when the Floor is open, introduce a motion for a Round Robin on a specific topic to hear the positions of other delegations.

If the motion is accepted by the Chairs, the delegate who introduces the motion will make his speech and then give the floor to another delegate. After that, the previous speaker gives the floor to the next one until the total time elapses.

This motion cannot be extended.

The Chairs may, at their discretion, rule this motion out of order.

5.4.5 Motion to appeal the decision of the Chairs

Chairs shall have the right to make procedural decisions in accordance with the good functioning of the Committee.

Their decision may be appealed by the Delegates unless explicitly stated otherwise in the Rules of Procedure.

An appeal must be made immediately after the Chairs' ruling. The Delegate will then be given forty-five seconds to explain the reasoning behind their appeal. The Chairs may speak briefly in favour of the ruling. The appeal shall then be put to a vote.

The ruling of the Chairs shall be upheld unless two-thirds of the Delegates present vote in favour of the appeal.

The Secretary Generals may at any moment overrule a decision taken by the Chairs if they consider such a decision going against the spirit of the conference.

5.4.6. Motion for the Adjournment of the Meeting

A Delegate may introduce a motion for the suspension of the meeting to interrupt the debate. This motion is only in order if an interruption of the meeting is called for in the schedule.

This motion is procedural in nature and needs a simple majority to pass.

The Delegate that introduces a motion for the suspension of the meeting shall specify when the meeting will resume.

The Chairs may, at their discretion, rule this motion out of order. Their decision is not subject to appeal.

5.4.7 Motion for the Closure of the Meeting

A Delegate may introduce a motion for the closure of the meeting on the last day to conclude the Conference until the following year.

This motion is procedural in nature and needs a simple majority to pass.

The Chairs will rule this motion out of order if proposed before the last day of the Conference. Their decision is not subject to appeal.

5.4.8. Motion for the Closure of the Debate

A Delegate may introduce the motion for the closure of the debate, in order to end discussions on the agenda or an agenda item. If the motion passes, the Committee will move onto the voting procedure.

This motion is debatable, procedural in nature and requires a qualified majority to pass.

The Chairs may rule this motion out of order. Their decision is subject to appeal.

5.4.9 Motion to Move to the Next Question/ Agenda

A Delegate may introduce the motion for the adjournment of the debate on the item under consideration in order to suspend the debate on an agenda item being discussed and proceed to the next item.

All the documents and the speaker's list will be saved by the Chairs until the item is reconsidered.

This motion is debatable, procedural in nature and requires a qualified majority (2/3) to pass

The Chairs may rule this motion out of order. Their decision is subject to appeal.

5.4.10 Motion to Reconsider an Agenda Item

A Delegate may introduce a motion to reconsider an agenda item if a motion for the adjournment of the debate on the item under consideration has been previously passed, in order to resume the debate on the previous topic.

This motion is debatable, procedural in nature and requires a qualified majority (2/3) to pass.

The Chairs may rule this motion out of order. Their decision is subject to appeal.

VI. DOCUMENTS

1. General Rule Pertaining to the Introduction of Documents

The introduction of a document to the Floor is at the discretion of the Chairs and does not require a motion. A document shall be introduced as soon as it fulfils all the necessary criteria of a United Nations resolution.

The Chairs shall inform the Committee of all changes to the signatories or sponsors of a document.

Should a document cease to meet the criteria necessary for it to be on the Floor, it will be automatically withdrawn by the Chairs.

Any draft resolution and draft draft resolution may only be referred to as such after it has been introduced on the Floor by the Chairs.

2. WORKING PAPERS, DRAFT RESOLUTIONS AND RESOLUTION

2.1. Working Paper

A Delegate may have any document distributed to the Committee as a “working paper”. No particular criteria regarding formatting need to be met. Working papers require no sponsors or signatories.

2.2. Draft Resolution

The document may be introduced to the Floor and distributed as a “Draft Resolutions” if it:

- a. Meets the requirements of a United Nations resolution
- b. Includes the required number of sponsors and signatories

The satisfaction of said requirements shall be controlled and confirmed by the Chairs, as well as by the Secretaries-General in unison.

Once the requirements are met, the draft resolution will be assigned a number in the format X.Y, where X refers to the agenda item and Y refers to the position, which the draft resolution takes chronologically in the number of draft resolutions distributed on the agenda item.

2.3. Sponsors and Signatories

Sponsors are recognised as the writers and the supporters of the draft resolution. Unless explicitly stated otherwise in the Special Rules pertaining to the individual Committees, a minimum of three sponsors are required for the draft resolution to be introduced.

Unless an unfriendly amendment that significantly alters the content of the document has been passed, a sponsor is recommended to vote in favour of their draft resolution.

Signatories are recognised as Delegates wishing to discuss the draft resolution, they are not bound by any further obligations. Unless explicitly stated otherwise in the Special Rules pertaining to the individual Committees, a minimum of three signatories are required for the draft resolution to be introduced. Observers may figure as signatories, however, they shall not count towards reaching the established threshold required for the introduction of a document.

The number of required sponsors and signatories may be subject to change under the discretion of the Chairs. Their decision is not subject to appeal.

2.4. Withdrawal from a Draft Resolution

Delegates and Observers may have the names of their respective delegations added or removed from the list of signatories and sponsors at any time by passing a written note to the Chairs

If this results in the number of signatories falling below the number required for a draft resolution to be on the Floor, Delegates shall be granted an appropriate amount of time to find a new sponsor or signatory. The time shall be defined at the discretion of the presidency. If they fail to do so, the Draft Resolution Shall be withdrawn from the Floor.

The withdrawal from a draft resolution after entering the voting procedure is not in order.

2.5. Resolutions

Resolutions are the final documents towards which each of the Committees direct its work, unless the Special Rules pertaining to the individual Committees explicitly state otherwise.

If a draft resolution goes through the voting procedure and passes, it shall be considered a “resolution”. A draft resolution needs a simple majority to be adopted, unless explicitly stated otherwise in the Special Rules pertaining to the individual Committees.

3. Amendments

3.1 Submission of an amendment

An approved draft resolution may be modified through amendments. An amendment is a written modification of the draft resolution, aiming to add, remove or revise one or more operative clauses of the draft resolution.

Amendments require one sponsor as well as two signatories in order to be introduced. Amendments shall be numbered chronologically, according to the order in which they were submitted to the Chairs.

The satisfaction of the requirements for the amendments shall be controlled and confirmed by the Chairs. As soon as said requirements are met, amendments shall be introduced to the Floor by the Chairs, a motion therefore is not required.

Amendments to amendments are not in order.

3.2. Friendly and Unfriendly Amendments

Amendments to a draft resolution, which share the same sponsors, or are explicitly accepted by the sponsors to which the amendment is referred to, shall be hereinafter referred to as “friendly amendments”. Friendly amendments shall be incorporated into the draft resolution without a vote.

As soon as the amendment has been introduced, the Chairs shall ask the sponsors of the draft resolution in alphabetical order to rise and state whether they formally accept the amendment to be friendly or not.

If the sponsors do not accept the amendment, it shall be considered “unfriendly”.

Unfriendly amendments are debatable and must pass with a simple vote during the voting procedure.

3.3. Withdrawal from an Amendment

Delegates and Observers may have the names of their respective delegations added or removed from the list of signatories and sponsors at any time by passing a written note to the Chairs.

If this results in the number of signatories falling below the number required for an amendment, the amendment shall be withdrawn from the Floor.

The withdrawal from a draft resolution shall only happen directly after the amendment has been introduced by the Chairs.

VII. VOTING PROCEDURE

1. GENERAL RULES PERTAINING THE VOTING PROCEDURE

1.1. Number of Votes per Delegate

Every Delegate shall have one vote for all matters in which they are allowed to vote according to the Rules of Procedure, unless the Special Rules pertaining to the individual Committees explicitly state otherwise.

Observers shall only vote on procedural matters and are not allowed to vote on questions of substance.

1.2 Required majorities

The term simple majority refers to more Delegates being in favour of the subject of the vote rather than against. Abstentions do not count as votes in favour or against.

If the subject of the voting gathers an equal number of votes in favour and against, it fails.

Any vote requiring a qualified majority according to the Rules of Procedure shall be passed by a two-thirds ($\frac{2}{3}$) majority of the Delegates present voting in favour. If the votes in favour accumulate to exactly two-thirds ($\frac{2}{3}$) of the Delegates present, the matter put to vote shall be regarded as accepted or passed.

2. PROCEDURAL VOTING

2.1. Procedural Vote

The term “Procedural Vote” refers to the voting on procedural matters, i.e. any matters other than Draft resolutions and Amendments.

While voting on procedural matters, Delegates present may only vote in favour or against, unless explicitly provided for otherwise in the Rules of Procedure. Observers are also required to vote. Abstentions are not in order.

Delegates may only raise their placard when asked to do so by the Chairs. The Chairs first call for the votes in favour, then for the votes against.

In case of a miscount during the Voting Procedure, or any other event that may impede the voting process, the vote shall be repeated.

2.2. Voting Procedure during Procedural Voting

The Committee moves into procedural voting once all Points and motions have been collected by the Chairs.

The motions are voted upon in order of their disruptiveness:

- a. Motion for the closure of the meeting
- b. Motion for the closure of the debate
- c. Motion for adjournment of debate on the item under consideration
- d. Motion to reconsider an agenda Item,
- e. Motion to appeal the decision of the Chair
- f. Motion for an unmoderated suspension of the meeting
- g. Motion for a plenary meeting
- h. Motion for a moderated suspension of the meeting

If there is more than one motion of a kind on the Floor, the longer motion takes precedence.

Before proceeding with the vote on procedural matters or debating a debatable motion, Chairs shall ask for objections. If no Delegates object the proposed matter, it passes automatically.

During the vote on procedural matters, Delegates present may only vote in favour or against, unless explicitly provided for otherwise in the Rules of Procedure. Observers are also required to vote. Abstentions are not in order.

Delegates may only raise their placard when asked to do so by the Chairs. The Chairs first call for the votes in favour, then for the votes against.

In case of a miscount during the voting procedure, or any other event that may impede the voting process, the vote shall be repeated.

If a motion passes, any motions still on the Floor are removed. They may be raised again when the Chairs open the Floor again for Points or motions

If all motions on the Floor fail, the Committee returns to the general list of speakers.

3. SUBSTANTIVE VOTING

3.1. Substantive Voting

The term “substantive vote” refers to the vote on substantive matters, namely draft resolutions and amendments. Substantive votes may only be initiated after a motion for the closure of the debate has passed or the Speaker’s List has been exhausted.

During the vote on substantive matters, Delegates present may abstain, vote in favour or vote against, unless explicitly provided for otherwise in the Rules of Procedure. Observers do not have voting rights, unless explicitly allowed in the Rules of Procedure

3.2. Voting Procedure

Once the general speakers list is concluded or a motion to move to voting procedure is introduced, debate regarding the agenda item is concluded and the committee will move to vote on the documents presented.

The only points, motions and requests that are in order during the Voting Procedure are:

- a. Point of personal privilege
- b. Point of order,
- c. Point of parliamentary inquiry
- d. Request for a roll call vote
- e. Motion to reorder the draft resolutions
- f. Motion to vote clause by clause
- g. Motion to divide the draft resolutions

The motions and requests that are allowed during the voting procedure shall have the following order of precedence:

- a. Motion to appeal the decision of the Chairs
- b. Motion to reorder the draft resolutions
- c. Motion to vote clause by clause
- d. Motion to divide the draft resolutions
- e. Request for a roll call vote.

Once the order and form of the draft resolutions is finalised, the committee will discuss and vote upon all unfriendly amendments in the order in which they were labelled above. At the discretion of the chairs, the order in which amendments are discussed may be modified.

When all amendments pertaining to a draft resolution have been decided upon, the committee will then vote upon the draft resolution. If a majority is achieved, the draft resolution is adopted, becoming the resolution and all other draft resolutions are automatically rejected. If a majority is not achieved, the committee will move onto the next draft resolution in the predetermined order, and will continue with the just mentioned voting process.

If there are no documents on the Floor, the Committee shall move on to the next agenda item or, if applicable, end all sessions of GIMUN 2025 through a motion to close the meeting.

3.3. Communication

During substantive votes the Committee room shall be sealed and all electronic devices allowing communication such as laptops, tablets and mobile phones shall be turned off and put away.

No person may exit or enter the room and the Delegates must strictly abstain from communication in any form, including through non-verbal communication.

3.4. Request for a Roll Call Vote

A Delegate may rise to Request for a Roll Call Vote. If the Request is granted, the Chairs shall call upon the Delegates to vote by taking the Floor and voicing their vote in alphabetical order.

Delegates may vote in favour, against, in favour with rights, against with rights, abstain or pass.

If a Delegate passes, they will be called upon again after the first round of vote-casting has finished. They cannot pass for a second time, and can only vote in favour, against, in favour with rights or against with rights.

If a Delegate votes with rights, they shall be granted the Floor for thirty seconds, after completion of the vote, in order to explain their decision regarding their vote. The Chairs can at their discretion reject the rights and their decision is not subject to appeal.

3.5. Motion to Vote Clause by Clause

A Delegate may rise to a motion to Vote Clause by Clause, once all Unfriendly Amendments have been voted upon.

This motion is procedural in nature and requires a simple majority.

If the motion passes, the Committee shall proceed with a substantive vote on each operative clause separately. Clauses receiving the required majority of affirmative votes shall remain part of the draft resolution, the ones that do not shall be removed. The draft resolution shall be put to a vote once more, once the vote clause by clause has been resolved.

A motion to vote subclause by subclause is out of order.

3.6 Motion to divide the question

A Delegate may rise to a motion to divide the question, once all unfriendly amendments have been voted upon. The Delegate is required to clarify which clauses shall be voted upon separately.

This motion is procedural in nature and requires a simple majority.

If the motion passes, the designated clauses shall be annexed to the draft resolution. Afterwards, the Committee shall proceed with a substantive vote of the annexed clauses as a whole. If the clauses receive the required majority of affirmative votes, they shall remain part of the draft resolution. If they fail to do so, they shall be deleted. The draft resolution shall be put to a vote once more, once the vote clause by clause has been resolved.

VIII. SPECIAL RULES PERTAINING TO THE SECURITY COUNCIL

1. Majority in the Security Council

Decisions on substantive matters in the Security Council require the affirmative vote of eight Members as well as the affirmative vote or abstention of all five Permanent Members in order to pass. Should at least one Permanent Member vote against the decision on substantive matters, the decision cannot be adopted.

A simple majority is required on procedural matters.

2. Sponsors and Signatories in the Security Council

In order for a draft resolution to be introduced in the Security Council, it requires a minimum of two sponsors and two signatories.

3. Presidential Statement

On items that do not warrant a resolution, the Security Council may choose to issue a presidential statement instead. Formally, the Statement comes from the Chairs of the Security Council but is fully drafted by the Delegates. Unless explicitly stated otherwise, the

paragraphs relating to the introduction of draft resolutions, amendments and the adoption of resolutions apply.

Presidential statements are issued following consultations. They must be passed unanimously. During the voting procedure, the Chairs will ask whether there are any objections to the draft presidential statement. If there are no objections, the presidential statement will be automatically adopted without a vote.

Amendments to draft presidential statements will be decided upon in the same manner.

IX. SPECIAL RULES PERTAINING TO THE INTERNATIONAL LABOUR ORGANIZATION

Number of Votes per Delegate

Every Delegate shall have one vote for all matters in which they are allowed to vote according to these Rules of Procedure.

The vote of the Government' Delegates shall count double if their government only has one delegate. If the government has two delegates, each delegate's vote counts as one. The former shall be the case in GIMUN 2025. Every delegate has the same rights, and all can express themselves freely and vote as they wish. Worker and employer delegates may sometimes vote against their government's representatives or against each other.

Observers, if there shall be any, only vote on procedural matters and are not allowed to vote on questions of substance.