

GENERAL

RULES OF PROCEDURE



The Procedure

1. Roll Call
2. Policy Statements
3. Lobbying & Merging
4. Debate
 - ✓ Operative Clauses
 - ✓ Speeches
 - ✓ POIs
 - ✓ Amendments
5. Voting



Roll Call

- It is conducted when **each session** begins (e.g. after a break or lobbying)
- It verifies attendance
- When hearing their country's name each delegate should raise their placard and state one of the following:
 - i) *Present*
 - ii) *Present and voting*, which means that in future voting procedures the delegate may only vote in favor or against. They may not abstain



Policy Statements

- An **optional** speech stating the view of a country on the topics that will be discussed in the committee
- It is around **30'-45'** long
- They are introduced in the first session of each committee
- Delegates are raised alphabetically
- They are used for each delegate to find other delegates with the same views as theirs
- **One** speech for all committee topics



Lobbying & Merging

- Delegates are allowed to move freely around the room and discuss with other delegates
- The goal is to create a collective resolution with everyone's ideas
- Delegates should create alliances with countries that share the same views as theirs on the corresponding topic
- Formal and English conversations are required at all times
- Resolutions should be in **UN Resolution format**
- Each resolution should have **at least 4 preambulatory** clauses (stating facts) and **at least 6 operative** clauses (solutions)
- Around **1,5 hour / topic** for **GA** Committees and the **SC**
- Around **1 hour / topic** for the rest **non-GA** Committees
- A **Main-Submitter** must be selected and all other allies co-sign as Co-Sumbitters



Resolution

- *Preambulatory clauses*: They briefly state the situation (historic background, past UN resolutions and decisions, current events)
- *Operative clauses*: They contain delegates' solutions to the issue (research by each delegate is needed)
- The opening phrase of a **preambulatory clause** is in *italics*
- The opening phrase of an **operative clause** is **underlined and bold**
- A clause can be further split into sub- and sub-sub- clauses
- Semi-colons (;) separate two full clause
- Colons (:) separate a clause from its sub-clauses
- The only full stop (.) comes after the final operative clause.
- The correct font and size for resolutions is Arial, size 12



FORUM: The Special Political and Decolonization Committee
QUESTION OF: The Use of Disinformation Campaigns as a Tool of Political Influence in Sovereign States
SUBMITTED BY: Romania
CO-SUBMITTED BY: Australia, Croatia, Czech Republic, Finland, Hungary, Japan, Romania, United Kingdom, United States of America

THE SPECIAL POLITICAL AND DECOLONIZATION COMMITTEE,

*Guided by the purposes and principles of the Charter of the United Nations,
Reaffirming Article 19 of the Universal Declaration of Human Rights, which guarantees the right of freedom of opinion and expression,*

1. **Proposes** that great emphasis be placed on educating citizens so that they can protect themselves and take measures by:

- a. Altering the school curricular to add subjects that teach them how to differentiate disinformation from misinformation by spotting characteristics that give it off, such as:
 - i. Cooperating with the Member States to ensure an objectified from of emotional manipulation is taught to avoid further discommunication,
 - ii. Polarization,
 - iii. Confirmation bias,
 - iv. Context manipulation,
 - v. Misinformation on important political figures;
- b. Supporting technologically illiterate citizens that are unable to identify propaganda by:
 - i. Governmental funding and organizing seminars to promote responsible and critical use of information,
 - ii. Promoting media and digital literacy programs to teach them the evaluation of sources,
 - iii. Creating public awareness campaigns that aim at the cultivation of critical thinking to help citizens acquire all the skills needed to effectively and safely use the internet,
 - iv. Expanding affordable internet access with infrastructure grants by requesting funds from the World Banking Committee to ensure that every citizen can assess data and cross-check information;

2. **Encourages** Member States to adopt clear and transparent legal definitions that distinguish disinformation, meaning the deliberate and coordinated spread of false information with intent to mislead, from misinformation and legitimate opinion, in order to protect freedom of expression and prevent misuse of counter disinformation measures;

Heading

Preambulatory Clauses

Operative Clauses

Debate Modes

Open Debate

- During open debate any delegate can take the floor without restriction based on their position and make a speech
- This format is used for the duration of the main procedure

Closed Debate

- During close debate time is equally divided between time in favor and against
- Delegates take the floor with their intentions known to the house
- Used for amendments

Points

1. **Point of Order:** Delegates use this point when they believe there has been a breach of procedure or rules of the conference. The Chair decides whether the point is valid and addresses it accordingly.
2. **Point of Parliamentary Inquiry:** Delegates raise this point to seek clarification about the rules or procedures. It can be used to ask questions about how the committee is functioning.
3. **Point of Personal Privilege:** This point is raised when a delegate's well-being is affected, such as a problem with temperature, noise, or technical issues. It's the only point that can interrupt the speaker, usually for audibility problems.
4. **Point of Information (POI):** This point is a question and must be in the form of a question. It can be used to a delegate who is open to such points or to the chairs. It cannot interrupt anyone. It can also be used as a **Point of Information to the Chairs**



Motions

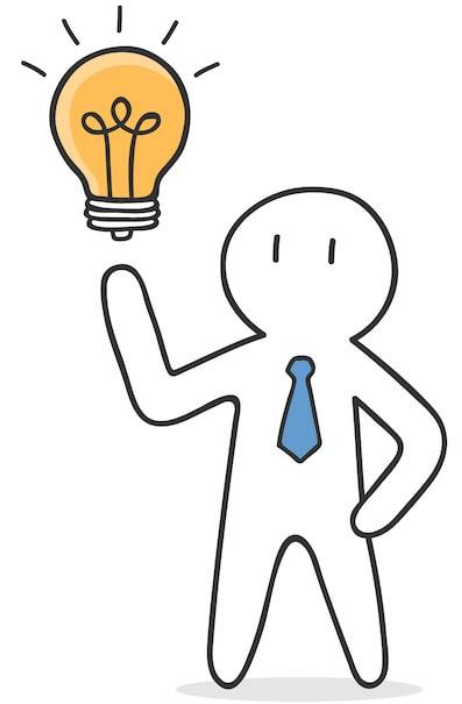
1. **Second:** Delegates will use it when a Motion (only in those that should be a second) is proposed and want to get accepted.
2. **Objection:** Delegates will use it when a Motion (only in those that should be a second) is proposed and disagree in its acceptance.



Support

Motions

1. **Motion to Extend Debate Time:** This motion is used to prolong the debate on the topic at the moment. It requires a **second**. If anyone **objects**, the procedure continues normally.
2. **Motion to Follow up:** This motion is requested when the delegate's question to the speaker on the floor has not been clarified or wishes for an additional question. It can only be used **once** after a POI. Chairs will decide if it is granted or not, considering to how many POIs the delegate is open.
3. **Motion to Table the Resolution:** This motion is used to propose to stop considering a resolution if it has little support and is pointless to debate. It requires a **second**. If anyone **objects**, the debate continues normally.
4. **Motion to Move the Previous Question:** This motion is used to propose to end the debate and to vote on the resolution or amendment in question. It requires a **second**. If anyone **objects**, the debate continues normally.
5. **Motion to Approach the Chairs:** This point is a request to discuss a problem with the Chair privately.



Motions

6. **Motion to Divide the House:** This motion is made when delegates want the whole committee to vote again without permitting the delegates to ABSTAIN (the delegates can only vote IN FAVOR or AGAINST). The chairs accept it if it **can change the outcome** of the voting procedure. It requires a **second**. If anyone **objects**, the procedure continues normally.
7. **Motion to Pass this Amendment as Friendly:** This motion is proposed in order to end the debate of an amendment. It requires the **Main-Submitter** approval. If it is **objected**, the debate continues normally.
8. **Motion for a Roll Call Vote:** This motion is used when delegates request a formal roll call vote to record each country's position. It requires a **second**. If it is **objected**, the voting continues normally.
9. **Motion for a Recess:** Delegates may request a temporary break in the session for various reasons, such as consultations, drafting, or simply a rest. It requires a **second**. If anyone **objects**, the procedure continues normally.



Yielding

- Once POIs have been answered the delegate will be asked how to they wish to yield the floor
- They can say:
 - We / The delegate / The delegation of yield(s) the floor to the chairs
 - We / The delegate / The delegation of yield(s) to X delegation (only **one** time)
 - No yielding chains (e.g. Sweden → France → China)



Amendments

- An amendment is made when a delegation wants to change something about the resolution being debated at the time
- When an amendment is proposed debate time is paused and it gets displayed on the board
- The submitter is called to present the amendment
- The Chairs set debate time on the amendment with specific number of speeches in favor and against (closed debate time)
- The rest of the procedure is the same as when debating a resolution
- If the amendment passes it is adopted in the resolution



Amendments



- **First-degree amendment:**
 - a. Add a clause
 - b. Strike out a clause
 - c. Amend a clause
- **Second-degree amendment:** An amendment to the amendment being debated at the time
- **Friendly amendment:**
 - a. Corrects minor issues
 - b. If the main submitter of the resolution agrees it passes automatically , if not , the debate on the amendment begins

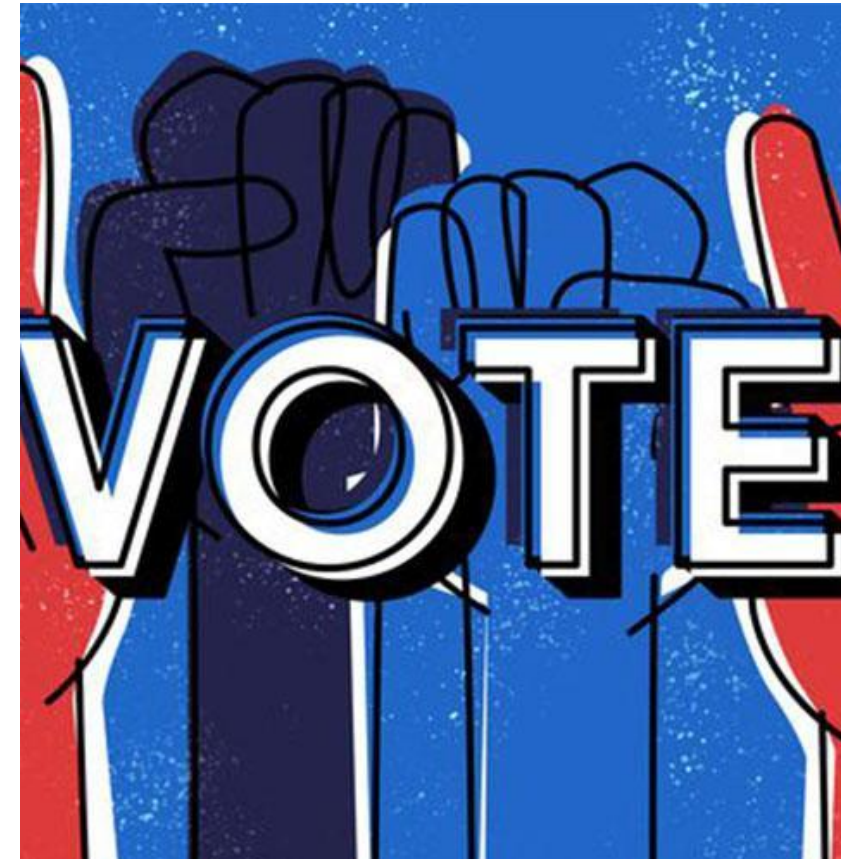
Note Passing

- Delegates may use them to communicate with other delegates, usually to ask or answer a question.
- A delegate may say “We will answer via note” when answering a POI and later reply as said.
- They are given to the Staff who they read them to ensure that the content is in English, it is not offensive and is relevant to the procedure.



Voting

- Following the debate period, a vote on the entire resolution or amendment will be held.
- When the chairs announce that the committee is beginning the voting process, neither advisors nor guests are permitted to enter the room. Only the members of the Secretariat and the OT are allowed to be present during the voting Procedure.
- Additionally, during the process, every delegate should be present in the room.
- At the chair's request, each delegate should raise their placard and vote **IN FAVOUR**, **AGAINST**, or **ABSTAIN** (only if they selected "Present" on the roll call). Only when instructed to do so may delegates rise and lower their placard. This will guarantee that every vote has been counted.
- If tied, the voting is repeated. If tied again the resolution does not pass.
- Clapping is only allowed when a resolution passes. (never in amendments)



Rules

- English is the official language of the conference
- Chairs should **at all times** stay in their committees
- Delegates may **not** use personal pronouns, such as:
 - I, me, mine, etc.
 - ✓ Instead, they may use:
 - i. “The delegate”,
 - ii. ”The delegation of”,
 - iii. ”We”

