

2025



RULES OF PROCEDURE

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GENERAL RULES

At MRV MUN, we operate under a carefully tailored adaptation of the UNAUSA Rules of Procedure, ensuring an atmosphere of constructive dialogue. Take this time to familiarize yourself with our committee procedures & feel free to reach out to the MRV MUN Team if you face any difficulties through our contact information on the website.

1. All participants will be addressed as **Delegates**.
2. Any and all **discourse** between delegates should be done **in third person**.
3. Delegates will **not be permitted to access the internet or their phones during committee sessions**. Except for unmoderated caucuses, breaks or when the Executive Board has otherwise specified.
4. Delegates are kindly reminded to **bring their own Wi-Fi**, as it will not be provided at the event.
5. **Western formals** are the dress code for the entirety of the conference.
6. **English** shall be the official and working language of all committees during formal and informal debate.
7. Each delegate will have **one vote** on all matters.
8. **Decorum**: Delegates must obey the instructions given by the Members of the Executive Board and the members of the Secretariat. Those who do not obey directions will be dismissed from the conference.
9. **Please Note**: The study guide is merely a starting point for your research.

DOCUMENTATION

Original Work: All documents, including resolutions, speeches, and amendments, must be original work created by the delegates themselves. Any sort of plagiarism is strictly prohibited. The usage of Artificial Intelligence or any such tool is also unacceptable.

Proper Attribution: If delegates wish to use information or ideas from external sources, they must ensure to give proper credit through citations, references, or footnotes. Quotations or direct excerpts from other sources must be clearly marked and attributed to the original author or source.

Independent Research: Delegates are expected to conduct independent research on the assigned topic. While they may consult various sources, including books, articles, and online material, they should synthesize the information and present it in their own words.

POWER OF THE EXECUTIVE BOARD

Supervision

The Executive Board is responsible for monitoring and upholding the quality of debate within the committee. They will also serve as moderators and judges for the conference.

Decision-Making Authority

The decisions made by the Executive Board (who can be addressed as Chair/Vice Chair/Executive Board) on matters concerning the debate are final and binding for all delegates.

Consequences of Unparliamentary Behaviour

If a delegate fails to behave in a parliamentary manner, they will be given a warning. After three such warnings, they will be barred from the committee. In severe cases of rule break, the participant may be subjected to disqualification from awards and/or expulsion from the conference.

Authority to Question Delegates:

The Executive Board has the power to question any delegate and ask for justification regarding their stance on a particular issue, especially if it contradicts their country's policy or can contribute to a better understanding of the committee.

RULES REGARDING DEBATE

Attendance

Delegates possess the option to be marked as either 'Present' or 'Present and Voting'. Those selecting the latter are obligated to participate in voting and are not allowed to abstain.

Discourse

Within the Model United Nations context, deliberations can be categorized into two forms: formal and informal. Formal discourse materializes through the General Speaker's List (GSL), while informal discussions encompass Moderated and Unmoderated Caucuses.

Commencement of Formal Session

The committee session begins with a motion to commence the formal committee session. The motion may be raised by any delegate. It may also be passed without voting, at the discretion of the Executive Board.

Example- “The delegate of (Country) would like to raise a motion to Commence Formal Debate”

Setting the Agenda

The commencement of the Formal Session is followed by a motion to set the agenda. The motion may be raised by any delegate.

Example - “The delegate of (country) would like to raise a motion to set the agenda to (Topic provided)”.

RULES REGARDING DEBATE

General Speaker's List (GSL)

A speakers' list is initiated at the beginning of the discussion on the topic and remains open unless the committee decides to transition to a moderated or unmoderated caucus. GSL ensures equal chances for all delegates to address the assembly and present their country's position in the discussion. Each delegate is given a pre-set time limit of one and a half minutes to speak (90 seconds). The per-speaker time may be amended by raising a motion for the same. The motion is passed if a simple majority of the committee vote for the motion. If time remains and the delegate's speech concludes, they may yield their remaining time. Delegates may add their names to a speaker's list multiple times.

Example - "The delegate of (Country) would like to propose a motion to enter the General Speaker's List."

RULES REGARDING DEBATE

Moderated Caucuses

Moderated Caucuses provide a forum for delegates to engage in focused discussions on specific facets of the agenda. A simple majority vote within the committee decides the viability of the caucus.

(An average Moderated Caucus has per speaker time as 1 minute, and total time ranging from 15 to 20 mins)

Example - "The delegate of (Country) would like to raise a motion to suspend formal debate and enter a moderated caucus on the topic (Topic) of total time (X minutes) and per speaker time (Y).

Unmoderated Caucus

Unmoderated Caucuses facilitate informal discussions among delegates, allowing for more flexible and open-ended interactions. Delegates can move around the conference space, form alliances, and engage in informal dialogues with peers. The executive board does not actively moderate these sessions. A motion for an Unmoderated Caucus has no official topic.

Example - "The delegate of (Country) proposes an unmoderated caucus lasting [X minutes].

RULES REGARDING DEBATE

Yields

Yielding entails a delegate either relinquishing the floor to another delegate or returning it to the chair. In line with UNA-USA procedure, yields are applicable solely during the General Speakers' List (GSL). During moderated caucuses, any remaining time is absorbed by the Chair and the next speaker is immediately given the floor. A delegate has the following options to yield their remaining time:

a) Yield to Chair / Yield to the Executive Board:

This involves returning the floor to the chair, with any remaining speaking time absorbed.

b) Yield to Another Delegate:

This refers to a delegate passing the floor to another delegate to speak within the remaining time. This can be done only if there is 15 seconds or more.

c) Yield to Questions:

This refers to a delegate granting the floor for questions from other delegates during the remaining time.

d) Yield to Comments:

The Chair recognizes two 30-second comments that a delegate can yield to.

RULES REGARDING DEBATE

Points

Points offer a means for delegates to raise inquiries or concerns during committee proceedings. They can be directed at the chair or delegates who have the floor. There are five types of points:

a. Point of Information:

Involves a question aimed at the delegate regarding their delegation's stance or speech. Points of Information are directed to the speaker and allow other delegations to ask questions in relation to speeches and resolutions. Follow-up questions without the Chair's permission are discouraged.

b. Point of Order:

A Point of Order must relate to the observance of the rules of the committee or to the way the Chair is exercising his or her power.

c. Point of Parliamentary Enquiry:

Entails a question to the executive board about procedural rules. This may never interrupt another speaker.

d. Point of Personal Privilege:

Addresses a delegate's comfort, often related to audibility or coherence. This is the sole point that can interrupt a speaker.

RULES REGARDING DEBATE

Right of Reply

The Chair may recognize the Right of Reply only in instances of a grave personal insult and may only be granted after a speech is completed.

Example - "The delegate of (Country) requests a Right of Reply against the delegate of (Country) regarding their statement (verbatim contentious statement)."

Voting Procedure

Simple Voting - Based on a simple majority, requiring over half of the committee to affirm. Used for procedural motions like moderated and unmoderated caucuses.

Substantive Voting - Requires the support of 2/3 of present delegations. Involves roll call voting with two rounds:

1. Voting options: "Yes", "No", "Yes with Rights", "No with Rights", "Pass" or "Abstain". Only non-"Present and Voting" delegates can "Abstain".

2. If a delegate's vote appears to deviate from their country's policy and they vote "Yes with rights" or "No with rights" in the first round, may request 30 seconds each to explain their votes.

3. Final round: No "with Rights" option; two-thirds committee support needed. "Pass" votes in the first round require a second-round vote, without abstention or passing. Delegates may justify their vote once.

RULES REGARDING DEBATE

Working Papers

Working papers serve as the initial step towards formulating a resolution in MUN. They are the outcome of delegates' collaborative efforts during caucusing and coordinated writing. Working papers provide a tangible document for delegates to work on, translating abstract ideas from debate into written form. While they possess a certain level of formality, working papers are also flexible, as they are not bound by the strict structure of resolutions.

Challenge: This is when a delegate can challenge another delegate over a particular issue for a specified period of time; this may be over a particular sub-topic or country policy. This is a one vs. one debate.

Example - “The delegate of (Country) would like to raise a motion to challenge the delegate of (Country) over Topic (Topic) for a time duration of (Maximum 3 minutes).”

One for One Against (1v1): This is when the committee usually cannot decide on a particular issue and before the final vote needs to hear both sides of the argument. Similar motion for a 2v2.

Example - “The Delegate of (Country) would like to raise a motion to enter a 1 For 1 Against over (Topic)”

RULES REGARDING DEBATE

Amendments

Amendments in Model United Nations (MUN) are formal changes proposed for resolutions once they are up for discussion.

There are two types of amendments: friendly and unfriendly. Friendly amendments occur when the authors of a resolution agree with the proposed changes, these changes are then directly incorporated into the resolution. On the other hand, unfriendly amendments require voting, and if passed, they are applied to the resolution (needs the signatures of 20% of the committee to be introduced).

Delegates may propose amendments if a clause or sub-clause is deemed invalid, contradicts a nation's foreign policy, or lacks sufficient detail. It's important to note that if more than half of the preambulatory or operative clauses have been amended, the resolution will be tabled, meaning it will no longer be considered for debate. In such a scenario, if any other resolution has been submitted, it will be discussed; otherwise, the committee will not succeed in passing a resolution.

All amendments must be submitted in written form to the Executive Board. The required format includes the names of the authors and signatories, along with the specific clause that is being added, deleted, or replaced.

RULES REGARDING DEBATE

Resolution

A resolution is the proposed solution to the entire agenda under discussion in a committee. To be introduced to the committee, a resolution must have a minimum of 1 author and 3 signatories. This minimum requirement applies to all committees, regardless of their size. The author is the individual who formulates the resolution and cannot vote against it, while a signatory simply consents to the resolution being discussed in the council and can vote according to their own discretion. If multiple resolutions are submitted to the Chair, they will be discussed in the order of their submission. Before being introduced, a resolution must receive the prior approval and signature of the Chair. The voting on the introduction of the resolution for debate can be conducted in an informal manner. However, when it comes to voting on the passing of the resolution, a formal voting procedure must be followed.

Preambulatory Clauses

The Preambulatory clauses describe what the issue is. They discuss the issue's history and current status, as well as provide integral facts about it. Preambulatory clauses help set precedence for solutions. Preambulatory phrases are italicised and end in commas.

RULES REGARDING DEBATE

Operative Clauses

They are the most important element of a resolution. The operative clauses explain what can be done to address the agenda. Keep in mind that effective and powerful operative clauses not only explain what may be done, but also provide various sub-clauses for how it can be done.

Operative phrases are underlined and operative clauses end in semicolons. All operative clauses are numbered ('1.', '2.', '3.' and so on), it's sub clauses use lowercase letters: [a), b), c), d) ...] and sub-sub clauses are indicated with lowercase roman numerals (i., ii., iii., iv...). **Sub and sub-sub clauses do not need operative phrases.**

Only the last clause of the resolution ends with a period.

Question-Answer Session

It may be used to debate resolutions, providing delegates with the opportunity to ask the sponsors multiple questions and seek clarifications. It is an efficient way to gather specific details about certain phrases or clauses directly from the sponsors.

Example - "The delegate of (Country) would like to raise a Question-Answer Session regarding the (Resolution Title) for a total time (X minutes) and (Y questions)."

RULES REGARDING DEBATE

Sample Resolution

Committee: United Nations World Tourism Organization

Question of: Effect of Climate Change

Submitted by: The United States of America

Co-Submitters: The Czech Republic, The Russian Federation,
The Republic of Estonia

The United Nations World Tourism Organization,

Alarmed by the ways in which climate change has already impacted nations, including flooding, hurricanes, and wildfires,

Acknowledging tourism's large carbon footprint and vast detrimental effects climate change,

Bearing in mind the importance of tourism-related climate change solutions and documents such as the Paris Climate Accords,

Recognizing the critical role tourism plays in numerous economies and the importance of maintaining tourism revenue,

1. Trusts provinces/regions to be better capable of managing available resources in their jurisdiction than national governments

- a. Noting with satisfaction that this method has already been implemented in nations such as Canada with great success,

b) Stressing that each region is more aware of its own resources and should have agency regarding tourism;

2. Further recommends education on climate issues through environmental awareness programs,

a. Emphasizing changes in early schooling, including:

i. An implementation of a comprehensive climate issues curriculum,

ii. Teacher training on encouraging climate discussions in various spheres of the classroom,

b. Promoting environmentally friendly tourism practices among tourism stakeholders, through:

i. Creation and distribution of pamphlets to key tourism stakeholders, including hotels, resorts, and travel agencies,

ii. Virtual training programs for tourism stakeholders on energy-efficient practices,

iii. Awards and benefits offered to stakeholders exemplifying green practices.

LIST OF OPERATIVE PHRASES

Accepts	Emphasizes	Reaffirms
Affirms	Encourages	Recommends
Approves	Endorses	Regrets
Authorizes	Expresses its appreciation	Reminds
Calls for	Expresses its hope	Requests
Calls upon	Further invites	Resolves
Condemns	Further proclaims	Solemnly affirms
Confirms	Further recommends	Strongly condemns
Congratulates	Further reminds	Supports
Considers	Further requests	Takes note of
Declares accordingly	Further resolves	Trusts
Deplores	Has resolved	Urge
Designates	Notes	
Draws attention	Proclaims	

LIST OF PREABUMLATORY PHRASES

Affirming	Expecting	Keeping in mind
Alarmed by	Expressing its appreciation	Noting further
Approving	Expressing its satisfaction	Nothing with approval
Aware of	Fulfilling	Noting with deep concern
Bearing in mind	Fully alarmed	Noting with regret
Believing	Fully aware	Noting with satisfaction
Cognizant of	Fully believing	Observing
Confident	Further developing	Reaffirming
Contemplating	Further recalling	Realizing
Convinced	Guided by	Recalling
Declaring	Having adopted	Recognizing
Deeply concerned	Having considered	Referring
Deeply conscious	Having considered further	Seeking
Deeply convinced	Having devoted attention	Taking into account
Deeply disturbed	Having examined	Taking note
Deeply regretting	Having heard	Viewing with
Desiring	Having received	appreciation
Emphasizing	Having studied	Welcoming



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