

ACADEMIC POLISH
MODEL UNITED NATION



Future of Diplomacy

Rules of procedure POLMUN 2019



Part 1 - General Provisions

§ 1. Course of conduct

1. The POLMUN 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. 2. In case of conflict between a general rule of the Rules of Procedure (Part 1–4) and the Special

Rules pertaining to a given Committee, the latter shall prevail. 3. If a situation arises, which has not been addressed in the Rules of Procedure, the Chairperson of the Committee hold precedent setting discretion over the decisions in these circumstances, hereby called “Chair’s Discretion” 4. Chair’s Discretion decisions must be arrived at through consensus within the dias and are subject to the review of the Secretary General, who shall have the final authority over which rule is to be applied, and which course of action is to be pursued.

§ 2. Languages

1. English is the primary working language of the Conference, used in formal session and during social events.

2. Discussion in any other language, including during Unmoderated Caucus, is prohibited and may result in disciplinary action from the Secretary General, including removal from the conference.

§ 3. Terminology

For the purpose of the present Rules of Procedure, the following terminology applies:

1. the term “Committee meeting” shall hereinafter refer to one day of sessions;



2. the term “Delegate” shall be understood as a generic term, referring hereinafter to every participant in a Committee with the exception of the Chairpersons;
3. the term “Resolution” shall be understood as a generic term, referring hereinafter to every final document towards which is directed the work of a Committee;
4. the words “she”, “her” and “hers” used throughout the text of the present Rules of Procedure shall be understood as referring to both genders.

Part 2 - Personnel

§ 4. Credentials

1. The POLMUN Secretariat has accepted the credentials of all Delegates and other participants prior to the opening of the Conference. Actions relating to the alteration of the credentials may be initiated exclusively by the Secretary-General.

§ 5. Delegates

1. Each Member State to a Committee shall be represented by one (1) Delegate, unless the Special Rules, or the Secretary-General state otherwise.
2. The Delegates who represent full member states of the said Committee shall have speaking and voting rights on all matters discussed in their respective Committee.

§ 6. Observers

1. Specially accredited non-Member States, organizations and other entities as selected by the POLMUN Secretariat shall be represented by Observers in selected Committee.



2. An Observer shall have the same rights as a Delegate with the exception of the right to vote on a substantive matter and the right to sponsor documents.

§ 7. Chairpersons

1. The Chairpersons, holding either the title Director, Deputy Director, President, or Vice-President of a selected Committee, shall preside over their Committee's formal sessions. The Chairpersons shall declare the opening and closure of each Committee session, suspend the session for a limited amount of time in case of need, compose the Speaker's List, set the initial speaking time, grant the right to speak, propose limitations on the speaking time and announce decisions.

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

3. The Chairpersons shall act in an equitable and objective manner, respect the present Rules of Procedure, maintain the order during the sessions and have complete control over the proceedings in the Committees.

4. During the entirety of the formal sessions the Chairpersons 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.

5. All Chairpersons entertain an equal amount of authority before the Committee, and Chairs discretion decisions must be agreed unanimously.

6. The Chairpersons' interpretation of the Rules of Procedure shall prevail; § 9, Section 3, is reserved.

7. In the case of dispute between Chairpersons where agreement cannot be reached, it is the responsibility of the Secretary General Deputy Secretary-General to address the dispute.



§ 8. Secretary-General & Deputy Secretary-General

1. The Secretary-General and the Deputy Secretary-General shall have the rights prescribed hereinafter and may exercise them over each of the Committees present at POLMUN 2019.
2. The Secretary-General and the Deputy Secretary-General may at any time make oral and written statements to a Committee concerning any question under consideration.
3. The Secretary-General's interpretation of the Rules of Procedure shall prevail.
4. The Secretary-General and the Deputy Secretary-General are entitled to adopt measure not stated herein, should they consider in necessary.
5. The Secretary-General and the Deputy Secretary-General shall, in their interpretations and functions outlined in § 11, Sections 1-4, take into consideration equality of treatment and the good functioning of the Conference.

§ 9. Executive Board of the Secretariat

1. The Chairpersons, the Secretary-General and the Deputy Secretary-General form together what will hereinafter be referred to as the "Executive Board", constituting of the two divisions of the Secretariat.
2. The Members of the Executive Board shall join the efforts to ensure the best possible flow of the Conference.
The Secretariat shall:
 - a. preside over Committee sessions in compliance with Rules of Procedures;
 - b. receive, correct and circulate documents;
 - c. have custody of the documents and provide their archivation;
 - d. perform any other work required for the orderly and efficient flow of the Conference.
3. 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 Secretary-General for mediation.



§ 10. Organising Board of the Secretariat

1. The Organising Board is in charge of the logistical, organizational and other provisions necessary for the proper functioning of the Conference.
2. The Organising Board has custody of the documents in the archives and, if applicable, prints and circulates official documents.
3. In the unlikely event of a conflict between a Member of the Organising Board and a Delegate or between a Member of the Executive board and a Member of the Secretariat, the persons concerned shall refer to the Secretary-General, Deputy Secretary-General and the Conference Manager for mediation.

Part 3 – Conduct of Business

Chapter I: Rules Pertaining to the Debate in General

§ 11. Quorum

1. A quorum shall be made up of fifty percent of the Members of the Committee members present at the first roll call. Quorum must be met at Roll Call for the Committee to proceed.
2. If quorum is not constituted, Chairs are not permitted to open debate. The Secretary General can grant an exemption to this rule, but no votes on substantive matters can take place if quorum is not met.

§ 12. Roll Call

1. The Chairpersons shall proceed with a Roll Call at the beginning of every Committee meeting. In the course of the Roll Call, the Chairpersons shall call upon Delegates in English alphabetical order. Delegates may state their status as “Present” or “Present and Voting”.



2. Delegates declaring themselves “Present and Voting” are not able to 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”.

3. Any permanent or invited observers without voting powers will also be called upon to state their presence but do not have the option to state themselves as “Present and Voting”.

4. Delegates not attending the initial Roll Call may request to have their presence acknowledged by passing a note to the Chairpersons. Doing so outside of the formal session is not in order.

5. Delegates not attending the initial Roll Call whose presence was not formally acknowledged

by the Chairpersons must not partake in the formal debate or in the voting procedure.

§ 13. Appropriate Conduct of a Delegate and Speaking in the Committee

1. No Delegate may address a Committee without having previously obtained permission by the Chairpersons. For all intents and purposes, 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 Chairperson.

2. If a Delegate addresses a Committee without permission, exceeds the allowed time for his speech, makes offensive statements, or in any other way violates the present Rules of Procedure, the Chairpersons may call the Delegate to order and thereby revoke her speaking permission. In case of a repeated contempt for the Rules of Procedure, the Chairpersons may call upon the Secretary General to take appropriate measure to prevent further violations.

3. If the Rules of Procedure and more generally the rules of the diplomatic conduct are being blatantly and with recurrence breached by certain Delegate, the Chairpersons may propose to the Secretary- General and the Deputy Secretary-General the exclusion or partial exclusion of the Delegate from the Committee meeting. Once granted, the exclusion or partial exclusion from



the Committee meeting may be revoked by the Secretary-General and the Deputy Secretary-General, should the Chairpersons of the Committee in question propose so.

4. An exclusion or a partial exclusion from the Committee meeting necessarily entails the exclusion from all social events and may result in the Executive Board not providing the Delegate with a certificate of participation.

5. Presence of the Delegates during the committee meetings is mandatory. Reason for any absence must be communicated to the Chairpersons concerned. Only Delegates who attended 100% of the Committee meetings are eligible for the Diplomacy Awards.

§ 14. Notes

1. The silent passing of notes related to matters on the Agenda is in order unless otherwise provided for in the Rules of Procedure.

2. Chairpersons have the right to read all notes passed to ensure their relevance to the Agenda is reserved, and the Chairpersons may take appropriate measures to prevent continuous passing of irrelevant notes.

3. All private communication between delegates during moderated debate must take place via written notes. Communication via informal channels including social media is not permitted during formal session.

§ 15. Committee Rooms

1. Unless in Unmoderated Caucus, the Delegates are not allowed to leave the room during the first 30 minutes or the last 30 minutes of the formal session.

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

3. This Rule shall not apply in case of extraordinary circumstances, such as the evacuation of the building for safety reason or an imminent nausea on the part of the Delegate concerned.



§ 16. Session Times

1. The times and breaks are determined by the Executive Board prior to the Conference and are binding for the Delegates and the Secretariat. For logistic and organisational reasons, the exact schedule may be subject to a change. Any such change will be communicated to the Delegates and the Chairpersons in the due time.

2. Suspension of the meeting for breaks not included in the official schedule is upon the discretion of the Chairpersons. The suspensions shall not be arbitrary and in disrespect towards the work of other Committees.

3. If Delegates fail to show up on time, appropriate measures to remedy the misdemeanour are upon the discretion of the Chairpersons. The Chairpersons may informally consult the committee before deciding on an appropriate measure regarding such misdemeanour.

Chapter II: Agenda

§ 17. Provisional Agenda

1. A Provisional agenda for each of the Committees will be set by the Chairpersons and communicated to the Delegates prior to the Conference.

§ 18. Adoption of the Agenda

1. Setting of the Agenda is the first order of business at the first Committee session, with items on the provisional agenda being voted upon first. Unless explicitly stated hereinafter, the setting of the Agenda is to be treated like an Agenda Item itself.

2. A General Speakers' List (GSL) shall be opened at the beginning of the first session of the Conference in order to discuss the Provisional Agenda. If the GSL exhausts without a motion raised, the first item on the Provisional Agenda is automatically introduced.



3. The “Motion to Set the Agenda” is used to adopt a single item from the Agenda for debate immediately once the motion is passed. Delegates stating the motion must clarify which topic they are choosing to discuss;

a. Seconds and objections are taken immediately after the motion is raised. If both seconds and objections exist, a competing “Motion to Set the Agenda” must be introduced for there to be a vote against the original motion;

b. The motion requires a majority more than but not equal to 50% of delegates present;

c. If there are only two competing motions to Set the Agenda, the failure of the first motion will result in the immediate adoption of the other Agenda item.

4. Chairpersons in the Committee can consider adding new items Provisional Agenda if proposed by delegates. These items will take first order of precedence in voting on Motions to Set the Agenda.

5. Chairpersons may limit the General Speakers List as they see fit.

Chapter III: Formal Debate

§ 19. Formal Debate

1. For the purpose of the Rules of Procedure, all debate taking place within the framework of a General Speakers List shall be referred to as a Formal Debate. Following §§ 20 to 23 refer to Rules applicable only in a Formal Debate.

§ 20. General Speakers' List

1. At the beginning of the sessions, the Chairpersons shall set a Speaker's Time not longer than two minutes per speaker and shall thereafter, but not during speeches, entertain Motions



to Change the Speaker's Time. This Motion does not require Seconds and passes at the discretion of the Chairpersons, whose decision is not subject to appeal

2. The Chairpersons shall keep a Speaker's List to determine the order of speeches in a Formal Debate.

3. The initial General Speakers' List will include every present member in alphabetical order for the purpose of delivering opening statements. After all opening statements have been made, delegates can add themselves to the General Speakers List by sending a note to the Dias.

4. The Chairpersons shall keep a Speaker's List to determine the order of speeches in a Formal Debate.

5. A Delegate may request to be added on the Speaker's List by raising her placard, by setting her placard vertically on the table or by passing a note to the Chairpersons. Delegates shall be generally added to the Speaker's List in chronological order. Final determination of the order is upon the discretion of the Chairpersons with regard to the equity and the good functioning of the Committee.

6. A Delegate whose delegation's name is already on the Speaker's List may not be added again until she completes her speech. When no delegation is left on the Speaker's List, the debate ends and the Committee automatically moves into substantive voting procedure.

7. A Delegate may withdraw her name from the Speaker's List by sending a note to the Chairpersons.

§ 21. Yields

1. A Delegate who was granted the right to speak in General Speakers List and did not exhaust her allotted Speaking Time shall yield her remaining time in one of the three fashions outlined in the Sections 2-4 below.

2. A Delegate may yield her remaining Speaking Time to another Delegate who then may either accept the yield and hold a speech for the remaining time, or reject the yield, in which case the time is automatically yielded back to the Chairpersons and the Formal Debate continues.



3. A Delegate may yield her remaining Speaking Time to questions. In this case, the Chairpersons 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 Chairpersons. The yielding Delegate may refuse to answer a question. The remaining time shall only be counted down during the yielding Delegate's answer.

4. A Delegate may, if she so wishes, yield her time back to the Chairpersons, in which case the Formal Debate may continue.

§ 23 Right of Reply

1. 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. The request shall be decided upon the Chairpersons discretion. If the Right of Reply is granted, the wronged Delegate may immediately speak for one (1) minute.

2. A Right of Reply to a Right of Reply is not in order.

Chapter IV: Motions and Points

A. General Rules Pertaining to Motions and Points

§ 24. Floor

1. For the Purpose of the Rules of Procedure, the "Open Floor" refers to the situation when the Committee is in a Formal Debate, there is no Point or Motion being processed by the Chairpersons, voted upon or appealed, and there is no Delegate exercising her right to speak. The Floor is not open when the debate is within the framework of a Moderated Caucus, Unmoderated Caucus, or when the Committee is in Voting Procedure.



§ 25. Raising a Point or a Motion

1. All Motions and Points shall be raised only when the Floor is open, unless the present Rules of Procedure explicitly state otherwise.

2. In order to raise a Point or a Motion, Delegates shall state the name of their Point or Motion in order to enable the Chairpersons to establish the precedence. After being acknowledged, Delegates shall rise and make their Point or Motion.

3. If there are multiple Motions or Points raised at the same time, the Chairpersons shall address them in the following order:

- a. Point of Personal Privilege
- b. Point of Order
- c. Point of Parliamentary Inquiry
- d. Motion for the Closure of the Debate
- e. Motion to Close the Speaker's List
- f. Motion for the Adjournment of the Meeting
- g. Motion for an Unmoderated Caucus
- h. Motion for a Moderated Caucus
- i. Motion to Change the Speaker's Time

To "address" the Point or Motion shall hereinafter refer to an act of a Chairperson consisting of granting, ruling out, gathering Seconds for and Objections to, or organising the vote upon the Point or Motion, and to any other task provided for by the Rules of Procedure.

4. All Motions and Points are to be considered non-debatable unless explicitly stated otherwise in the Rules of Procedure.

5. Motions require the support of a Second Delegate (hereinafter referred to as "Second"), unless explicitly stated otherwise in the Rules of Procedure. The Chairpersons shall ask for such a Second immediately after the Motion is made. If the Motion does not manage to gather at least one Second, it automatically fails. If the Motion receives Seconds, the Chairpersons shall immediately ask for Objections. If there are no Objections to the Motion, it automatically passes.



6. Once there are no more Motions on the Floor, the Delegates shall vote upon them one by one with regard to their disruptiveness in a downward manner (i.e. from the most disruptive to the least disruptive one).

7. Motions require a simple majority (50%) to pass, unless explicitly stated otherwise in the individual rules pertaining to the specific Motion.

§ 26. Appeals

1. Chairpersons shall have the right to rule out Motions and Points they deem disruptive or counter-productive to the good functioning of the Committee.

2. The decision of the Chairpersons to rule out Motions is appealable by the Delegates unless explicitly stated otherwise in the Rules of Procedure. The decision of the Chairpersons to grant or not to grant Points is not subject to appeal.

3. An appeal must be made immediately after the Chairpersons' ruling. The Delegate will be then given sixty (60) seconds to explain the reasoning behind her appeal. The Chairpersons may speak briefly in defence of the ruling. The appeal shall then be put to a vote. The ruling of the Chairpersons shall stand unless two-thirds (2/3) of the Delegates present vote in favour of the appeal.

§ 27. Debatability

1. 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.

2. If a Motion is said to be debatable, the Chairpersons shall decide upon two Delegates speaking in favour and two Delegates speaking against the Motion. Delegates may request to speak in favour or against the Motion by raising their placards. If not enough Delegates request to speak, it is upon the discretion of the Chairpersons to designate the missing speakers or to



forgo the debate of the Motion entirely. Each Delegate shall be given the Floor for forty-five (45) seconds.

3. Debatable Motions require at least one Second but shall not pass automatically through process stated in the § 27, Section 5, since they must always be debated and voted upon.

B. Points

§ 28. Point of Personal Privilege

1. A Delegate may at any time, except during speeches or when another Point of Personal Privilege is being processed, 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.

2. The purpose of a Point of Personal Privilege is to remove a personal discomfort, which impairs the Delegate's ability to fully participate in the proceedings. The personal discomfort is subject to interpretation by the Chairpersons and, if considered valid, the Chairpersons shall grant the Point. The Delegate may then take the actions necessary to ensure the restoration of her full participation.

§ 29. Point of Order

1. 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.

2. The purpose of a Point of Order is to complain about improper parliamentary procedure according to the Rules of Procedure. The improper parliamentary procedure is subject to interpretation by the Chairpersons and, if affirmed, the Chairpersons shall grant the Point and take the steps necessary to restore proper procedure, even if the misdemeanants are the Chairpersons themselves.



§ 30. Point of Parliamentary Inquiry

1. A Delegate may at any time, except during speeches or when another Point or Motion is being processed, raise a Point of Parliamentary Inquiry.
2. The purpose of a Point of Parliamentary Inquiry is to clarify any misunderstanding regarding the Rules of Procedure. Unless being clearly trivial or raised for the sole purpose of the disruption of the Committee, the Chairpersons shall grant the Point and respond to the Delegate's concern in an attempt to clarify the misunderstood matter at hand.

C. Motions Requesting Informal Debate

§ 31. Motion for a Moderated Caucus

1. A Delegate shall have the right to raise a Motion for a Moderated Caucus. The Delegate shall briefly state the purpose of the Moderated Caucus; propose a total time of the Caucus and an individual Speaking Time per Delegate.
2. The decision of the Chairpersons to rule out a Motion for a Moderated Caucus is not subject to appeal.
3. If multiple Motions for a Moderated Caucus are on the Floor at the same time, they shall be voted upon in order of their disruptiveness in relation to the General Speakers List, beginning with the most disruptive. Final interpretation of which Moderated Caucus is to be considered more or less disruptive is upon the discretion of the Chairpersons.
4. The Moderated Caucus interrupts the General Speakers List. No Speaker's List shall be established. Delegates may indicate their desire to speak by raising their placards, given that there is no other Delegate exercising her right to speak. The Chairpersons shall designate the speakers taking into consideration equity and good functioning of the Committee. If no Delegate signals her desire to speak within a reasonable timeframe, the Moderated Caucus shall elapse and the Committee shall return to the General Speakers List.



5. A Moderated Caucus may be extended once upon the discretion of the Chairpersons. This includes the Chairperson's right to put the extension up for a Procedural Vote. The extension shall not be longer than the original total time of the Moderated Caucus.

§ 32. Motion for an Unmoderated Caucus

1. A Delegate shall have the right to raise a Motion for an Unmoderated Caucus. The Delegate shall briefly state the purpose of the Unmoderated Caucus and propose a total time of the Caucus.

2. The decision of the Chairpersons to rule out a Motion for an Unmoderated Caucus is not subject to appeal.

3. If multiple Motions for an Unmoderated Caucus are on the Floor at the same time, they shall be voted upon in order of disruptiveness in relation to the Formal Debate, beginning with the most disruptive. Final interpretation on which Unmoderated Caucus is to be considered more or less disruptive is upon the discretion of the Chairpersons.

4. The Unmoderated Caucus interrupts Formal Debate. While in an Unmoderated Caucus, Delegates are free to move around the room and speak. It is used for informal debates and negotiations.

5. An Unmoderated Caucus may be extended once upon the discretion of the Chairpersons. This includes the Chairpersons' right to put the extension up for a Procedural Vote. The extension shall not be longer than the original total time of the Unmoderated Caucus.

D. Other Motions

§ 33. Motion for Adjournment

1. If passed, the Motion for Adjournment suspends the meeting for the rest of the day. The Motion requires a qualified majority (2/3) to pass. This Motion may be ruled out by the



Secretary-General provided it is not close enough in time to the end of the Committee meeting as set out in the Conference schedule

2. The Motion for Adjournment of the Debate is debatable.

§ 34. Motion for the Closure of the Debate

1. If passed, the Motion for the Closure of the Debate ends discussion on the Agenda or an Agenda Item and the committee will move into Voting Procedure (see § 42). The Motion requires a qualified majority (2/3) to pass. 2. The Motion for the Closure of the Debate is debatable.

§ 35. Motion to Close the Speaker's List

1. At the discretion of the Chairpersons, Delegates may raise a Motion to Close the Speaker's List. Closing the Speaker's List means that no more countries will be added to the Speaker's List. Once all remaining names on the Speaker's List have been exhausted, the committee immediately moves into the Voting Procedure (see § 42). There is no further need for a Motion for the Closure of the Debate. 2. The Motion to Close the Speaker's List is debatable.

Chapter V: Voting

A. General Rules Pertaining to Voting

§ 36. Number of Votes per Delegate

1. Every Delegate shall have one vote for all matters in which she is allowed to vote according to the Rules of Procedure.



§ 37. Required Majorities

1. Any vote requiring a simple majority according to the Rules of Procedure shall be passed by at least 51% majority of the Delegates present voting in favour. If a vote is equally divided, the matter put to vote shall be regarded as rejected or failed.
2. Any vote requiring a qualified majority according to the Rules of Procedure shall be passed by a two-thirds (2/3) majority of the Delegates present voting in favour. If the votes in favour accumulate to exactly two-thirds (2/3) of the Delegates present, the matter put to vote shall be regarded as accepted or passed.
3. Any vote requiring unanimity according to the Rules of Procedure shall be passed only if no delegation voted against.
4. Abstentions do not count as votes against and are permissible for unanimity.

§ 38. Procedural and Substantive Voting

1. The term “Substantive Vote” shall hereinafter refer to the voting on substantive matters, i.e. the voting on Draft Agenda, Provisional Agenda, 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.
2. 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.



3. The term “Procedural Vote” shall hereinafter refer to the voting on procedural matters, i.e. any voting other than on Draft Agenda, Provisional Agenda, Draft Resolutions and Amendments.
4. During the vote on procedural matters, Delegates present may only vote in favour or vote against, unless explicitly provided for otherwise in the Rules of Procedure. Abstentions are not in order.
5. In case of a miscount during the Voting Procedure, so-called “misvote”, the vote shall be repeated.

§ 39. Modes of Voting: Vote by placards and Vote by Objections

1. If not provided for differently in the Rules of Procedure, Delegates vote by raising their placards after being formally asked to do so by the Chairpersons.
2. When voting on a procedural matter, it is upon the discretion of the Chairpersons to replace the voting by placards by “voting by Objections”. During the vote by Objections, a Motion is considered as passed if there are no Objections raised. If there are Delegates objecting, regular vote by placards will take place.

B. Voting Procedure

§ 40. Voting Procedure

1. The term “Voting Procedure” shall hereinafter refer only to the process allowing for a Substantial Vote, that is, the adoption of an Agenda or the adoption of a Resolution.
2. In case of exhaustion of the Speaker’s List or when a Motion for the Closure of the Debate passes, all Draft Agendas and the Provisional Agenda, or, if applicable, all Draft Resolutions and Unfriendly Amendments on the Floor are to be voted upon. The committee therefore moves on to the Voting Procedure.



3. The documents mentioned in § 42, Section 2, shall be voted upon in the following order, if the document in question is an Agenda:

- a. Draft Agendas with regard to the deviation from the Provisional Agenda, beginning with the most modified Draft Agenda.
- b. The Provisional Agenda.

or, if the document in question is a Draft Resolution:

- a. Unfriendly Amendments in order of their deviation from the substance of the corresponding Draft Resolution.
- b. Draft Resolutions in order of their introduction to the Floor. The final decision on which document deviates the most is subject to the interpretation by the Chairpersons.

4. If there are no documents of the type mentioned in § 42, Section 2, on the Floor, the Committee shall move on to the next Agenda Item or, if applicable, end all sessions of POLMUN 2018.

5. The only Points or Motions that are in order during the Voting Procedure are the Point of Personal Privilege, the Point of Order, the Point of Parliamentary Inquiry or the Motion for a Roll Call Vote.

§ 41. Communication

1. During the Voting Procedure the Committee room shall be sealed and all electronic devices allowing communication such as laptops, tablets and mobile phones shall be closed or put away from sight.
2. No person may exit or enter the room and the Delegates must strictly abstain from communication in any form, including the non-verbal communication.
3. Passing notes is not in order.



§ 42. Motion for a Roll Call Vote

1. Voting Procedure is the only event in which a Motion for a Roll Call Vote is in order. This Motion passes solely upon the discretion of the Chairpersons, no Seconds are required. The decision of the Chairpersons is not appealable.
2. If a Motion for a Roll Call Vote passes, Delegates are called upon by the Chairpersons to cast their votes in English alphabetical order. In a Roll Call Vote, Delegates may vote in favour or against, abstain (provided they have not previously declared their status “Present and Voting”), and they can also “pass” their vote and vote “with rights”.
3. Shall the Delegate pass her vote, her delegation will be, irrespective of the English alphabetical order, amended to the end of the Roll Call. Delegate who passed her vote once may not pass the vote again, nor shall she abstain.
4. If a Delegate votes with rights, she shall be granted one (1) minute to explain her vote, once all the votes have been casted and the Chairpersons have announced the results of the vote.
5. Abstaining with rights is not in order.
6. To pass a vote and consequently abstain is not in order.

Part 4 –Documents

§ 43. General Rule Pertaining to the Introduction of Documents

1. Introduction of a document to the Floor is upon the discretion of the Chairpersons, but shall happen as soon as it fulfills all the necessary criteria.



2. Should a confusion regarding the numbering of documents arise, the final decision is upon the discretion of the Chairpersons.
3. The Chairpersons shall inform the committee of all changes to the Signatories or Sponsors of a document.

Chapter I: Working Papers and Resolutions

§ 44. Working Papers

1. A Delegate may have any document distributed to the committee as a Working Paper, the format of which is free. Working Papers require no Sponsors or Signatories.
2. A Working Paper must be approved by the Chairpersons to be relevant to the Item under the discussion. Once approved by the Chairpersons, the Working Paper will be assigned a number in the format X.X, where the first number refers to the Agenda Item and the second refers to the position, which the Working Paper takes chronologically in the number of Working Papers distributed on the Agenda Item previously.

§ 45. Introduction of a Draft Resolution

1. The document may be introduced to the Floor and distributed as a Draft resolution if:
 - a. it satisfies requirements of the form and the content of a Resolution, and
 - b. it includes the required number of Sponsors and Signatories.
2. The satisfaction of said requirements shall be controlled and confirmed by the Chairpersons, as well as by the Secretary-General.
3. Once the satisfaction of the requirements is confirmed, the Draft Resolution will be assigned a number in the format X.X, where the first number refers to the Agenda Item and the second



refers to the position, which the Draft Resolution takes chronologically in the number of Draft Resolutions distributed on the Agenda Item previously.

4. After the introduction of the Draft Resolution by the Chairpersons, one of the Sponsors shall read out its Operative Clauses. If no Sponsor requests to speak, it is upon the discretion of the Chairpersons to select one.

5. Subsequently, there shall be a Question & Answer session not exceeding five (5) minutes, where the Sponsors answer technical questions. Delegates may ask their questions after raising their placards and being given the Floor to do so by the Chairpersons. Questions on the substance of the Draft Resolution are not in order.

§ 46. Sponsors and Signatories

1. 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, at least one Sponsor is required for the Draft Resolution to be introduced, and a maximum of three (3) Sponsors.

2. Signatories are recognised as Representatives 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 (3) Signatories is required for the Draft Resolution to be introduced. There is not maximum number of Signatories. The Withdrawal from a Draft Resolution to which an Unfriendly Amendment is on the Floor is not in order.

§ 47. Withdrawal from a Draft Resolution

1. Delegates and Observers may have the names of their respective delegations added or removed from the list of Signatories at any time by passing a written note to the Chairpersons. If this results in the number of the Signatories falling below the number required for a Draft Resolution to be on the Floor, the Draft Resolution shall be withdrawn from the Floor. The



Withdrawal from a Draft Resolution to which an Unfriendly Amendment is on the Floor is not in order.

2. Delegates may have the names of their respective delegations removed from the list of Sponsors at any time by passing a written note to the Chairpersons. If this results in the number of Sponsors falling below the number required for a Draft Resolution to be on the Floor, the Draft Resolution shall be withdrawn from the Floor. Once a Draft Resolution has been introduced, Delegates can no longer become its Sponsors. 3. More than one Draft Resolution may be on the Floor at any given time. Unless it fails to satisfy the requirements of Sponsors and Signatories, a Draft Resolution remains on the Floor until the Voting Procedure ends.

§ 48. Resolutions

1. 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.
2. If a Draft Resolution goes through the Voting Procedure and passes, it shall be considered a Resolution. A Draft Resolution needs a simple majority (51%) to be adopted, unless explicitly stated otherwise in the Special Rules pertaining to the individual committees.

Chapter II: Amendments

§ 49. Submission of an Amendment

1. Approved Draft Resolutions can be modified by the means of 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.



2. Amendments require three (3) Sponsors as well as two (2) Signatories in order to be introduced. Amendments shall be numbered chronologically, according to the order in which they were submitted to the Chairpersons.
3. The satisfaction of the requirements for the Amendments shall be controlled and confirmed by the Chairpersons, as well as the Secretary-General in unison.
4. Amendments to Amendments are not in order.

§ 50. Friendly and Unfriendly Amendments

1. Amendments to a Draft Resolution, which share the same Sponsors, i.e. Amendments that are approved by all of the Sponsors of the Draft Resolution, shall be hereinafter referred to as “Friendly Amendments”. Friendly Amendments shall be incorporated into the Draft Resolution without a vote.
2. Amendments to a Draft Resolution, which do not share the same Sponsors, i.e. which are not approved by all of the Sponsors of the Draft Resolution, shall be hereinafter referred to as “Unfriendly Amendments”. Unfriendly Amendments must pass with a simple majority (51%) vote in the Voting Procedure.

§ 51. Withdrawal from an Amendment

1. The Rules laid out in § 49 pertaining to the Withdrawal from a Draft Resolution shall be applied analogically.



Part 5 – Committee specific rules

Chapter I – Special Rules pertaining to the United Nations Security Council

§ 52. Procedural Votes

1. In accordance with art. 27 (2) of the Charter of the United Nations, procedural votes require the affirmative vote of nine (9) Member States in order to pass.
2. Rule 52 (1) can, upon the discretion of the chairpersons, be adapted, to the size of the Committee.

§ 53. Substantive Votes

1. In accordance with art. 27 (3) of the Charter of the United Nations, all votes that are substantive require the affirmative vote of nine (9) Member States, including the concurring votes of the Permanent Members in order to pass.
2. Rule 53 (1) can, upon the discretion of the chairpersons, be adapted, to the size of the Committee.

§ 54. Motion for a Closed-Door Session

1. Representatives may propose a motion for a closed-door session, if the item under discussion requires secrecy.
2. This is a procedural motion and Observers are required to participate in the vote.
3. This motion does not require debate and needs a simple majority to pass.



4.The chairpersons, in accordance with Rule 16, may rule this motion out of order. Their decision is not subject to appeal.

5.If the motion passes, journalists will be asked to leave the room and only Members of the Security Council, accredited Observers and the Secretary General will be allowed to remain in the room. No statements or documents will be allowed to be published during a closed-door session.

6.The session will become public again as soon as a motion for a suspension of the meeting or for an unmoderated caucus passes.

Chapter II – Special Rules Pertaining to the Council of the European Union

§ 55. Outcome Document

1.The Council of the European Union shall adopt Council Conclusions.

2.The format of these conclusions shall be communicated to delegates by the chairpersons upon registration.

§ 56. Unanimity

1.The substantive decisions will have to be taken unanimously, as far they concern foreign policy affairs.

2.Abstentions shall not prevent a document from being adopted.

3.The Principle of Consensus does not apply to Unfriendly Amendments. In order for an Unfriendly Amendment to be adopted, simple majority (51%) of the votes in favour is required.



Chapter III – Special Rules Pertaining to the International Criminal Court

§ 57. General Rules

- 1.The court shall abide by the Rules of Procedures set out in this Document and the Rome Statute, whereby in case of a conflict the official Rules of Procedures of PolMUN 2019 should be applied.
- 2.The court will function in a Pre-Trial stage of the proceedings meaning that it will consist of two prosecutors and judges.

§ 58. Outcome Document

- 1.Outcome documents of the ICC Pre-trial should be formed in a form of arrest warrants, summons to appear or a decision to dismiss the case.

§ 59. Oath

- 1.At the Court's first regular session, each judge shall take the following oath or make the following solemn declaration: "I swear" - or "I solemnly declare" - "that I shall exercise my functions as a judge honorably, independently and impartially and that I shall keep secret all deliberations."
- 2.The oath shall be administered by the chairpersons of the Court and, if possible, in the presence of the other judges.

§ 60. Proceedings

- 1.The proceedings start by the Office of Prosecutor presenting the general summary of its findings and the list of suspects. The speech shall take no longer than 30 minutes.



2.Each judge may ask one question concerning the speech of the Office of the Prosecutor.

3.The shape of further proceedings is decided by the Presidents of the Court and the Secretary General of the Conference.

