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1. GENERAL PROVISIONS

§ 1 Rules of Procedure

1. 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.
2. The Rules of Procedure include the General RoP pertaining to all the Committees and participants of GIMUN 2019 as well as Special RoP pertaining to each of the Committees they refer to.
3. In case of conflict between a General RoP and a Special RoP pertaining to a given Committee, the latter shall prevail.
4. 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:

1. The term “Committee Sessions” shall hereinafter refer to one day of sessions;
2. The term “Participant” shall hereinafter refer to all persons registered to take part in the Conference;
3. 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;
4. 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

1. The Dress Code for the Committee Sessions shall be formal business attire.

2. An exception shall be granted concerning any formal dress considered appropriate in the culture of the Participant's country of origin.

§ 5 Attendance

1. Attendance to the Committee Sessions is mandatory for all Participants of the Conference.
2. If a Delegate is, for specific reasons, unable to attend a Committee Session, this must be communicated to the Chairs as soon as possible.
3. If a Participant attends less than 80% of Committee Sessions, they will not receive a participation certificate.

§ 6 Personal Conduct

1. All Participants shall maintain diplomatic, respectful and courteous behaviour for the duration of the Conference.
2. 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.
3. The Secretaries-General or the Chairs may suspend any Delegate who repeatedly does not abide by the specified code of conduct.
4. 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

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

2. STAFF

§ 8 Chairs

1. 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
2. The Chairs may advise the Delegates on substantive and procedural matters in order to enable a good functioning of the Committee.
3. 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.
4. 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.
5. The Chairs shall be considered as equal before the Committee.
6. The Chairs' interpretation of the Rules of Procedure shall prevail; § 12, Section 2 and 3, are reserved.

§ 9 Under-Secretaries-General

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

§ 10 Secretaries-General

1. The Secretaries-General shall have the rights prescribed hereinafter and may exercise them over each of the Committees present at GIMUN 2020. Should they consider it necessary, the Secretaries-General are entitled to adopt measures not stated in the RoP.
2. The Secretaries-General's interpretation of the RoP shall prevail.
3. The Secretaries-General may at any time make oral and written statements to a Committee concerning any question under consideration.
4. 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.
5. The Secretaries-General shall also:
 - a. assist the Chairs;

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

§ 11 Secretariat

1. The Chairs, Secretaries-General and Under-Secretaries-General form together what will hereinafter be referred to as the “Secretariat”.
2. 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

3. PARTICIPANTS

§ 12 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.

§ 13 Delegates

1. Each Member State and Observer to a Committee shall be represented by one (1) Delegate, unless otherwise stated by Special Rules or the Secretaries-General.
2. 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.
3. Specially accredited non-Member States, organizations and other entities as selected by the GIMUN Secretariat shall be represented by Observers.

§ 14 Ambassadors

1. The Ambassador is the head of a State delegation. A State delegation consists of all representatives of that State in all Committees.
2. The Ambassador advises and assists their representatives, ensures the coherence of the State’s position, and facilitates collaboration within the delegation and with other delegations.
3. An Ambassador may address a Committee by placing their name on the list of speakers.

§ 15 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.

4. DIPLOMATIC CONDUCT

§ 16 Session Times

1. 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.
2. 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.
3. 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.

§ 17 Appropriate Conduct of a Delegate and Speaking in the Committee

1. No Delegate shall address a Committee without having previously obtained permission by the Chairs during formal debate, a moderated suspension of the meeting or when voting on substantial or procedural matters (see part 5). 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.
2. 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.
3. During formal debate and moderated suspensions of the meeting, Delegates may not talk with one another.

4. 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.

§ 18 Chair's Discretion

1. The Chairs may use their discretion to make decisions without the Delegates voting on it in order to facilitate the debate appropriately.
2. 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.
3. The Chairs have the right to suspend the Committee Session for a limited amount of time. This decision is not subject to appeal.
4. 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.

5. COMMITTEE SESSION

1.1 ROLL CALL AND QUORUM

§ 19 Roll Call

1. 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 English alphabetical order. Delegates may state their status as "Present" or "Present and Voting".
2. 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".
3. The status of "Present and Voting" does not apply to the Observers, as they are not allowed to vote on substantive matters.
4. Delegates not present during the initial roll call may request to have their presence acknowledged through a written note to the Chairs.

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

§ 20 Quorum

1. A Committee Session may be opened if at least $\frac{1}{4}$ of the Delegates are present.
2. The total number of a Committee's Delegates shall be based on the number of Delegates present at the Conference's first session.
3. The Secretaries-General shall have the discretion to open a session regardless of the presence requirements.

1.2 AGENDA SETTING AND OPENING STATEMENTS

§ 21 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 Guide.

§ 22 Adoption of the Agenda

1. After the roll call at the first Committee Session, the Chairs shall present the provisional agenda to their Committee.
2. The Chairs shall then proceed to ask for any objections to the provisional agenda.
3. In the event of any objections, the Chairs shall ask for up to two (2) speakers in favour of the provisional agenda and up to two (2) speakers against. They will be given the floor by the Chairs alternating for one (1) minute each.
4. 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.
5. 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.
6. In the event that the provisional agenda does not receive the required majority, the reverse agenda order is automatically adopted.

§ 23 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.

1.3 SPEAKERS' LIST, FORMAL DEBATE AND INFORMAL DEBATE

§ 24 Speakers' List

1. At the beginning of the sessions, the Chairs shall set a time for speeches.
2. The Chairs shall keep a list of speakers to determine the order in which speeches will be delivered during formal debate.
3. 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.
4. 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.
5. 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 proposals are on the floor yet, the Committee automatically moves on to debate the next topic on the agenda.
6. A Delegate may withdraw their name from the speaker's list by giving a note to the Chairs.

§ 25 Invitation of Observers

1. 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.
2. 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.
3. The Secretary-General shall inform the Committee in due time on whether the invitation has been accepted.

§ 26 Formal Debate

For the purpose of the Rules of Procedure, all debates taking place shall be referred to as formal debate unless the Committee is in a suspension of the meeting or in voting procedure. Provisions §§ 28 and 29 refer to Rules applicable only in a formal debate.

§ 27 Informal Debate

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

1.4 YIELDING AND RIGHT OF REPLY

§ 28 Yields

1. 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 in paragraphs 2 to 4 below.
2. 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.
3. A Delegate may yield their remaining speaking time for questions. 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.
4. A Delegate may, if they so wish, yield their time back to the Chairs, in which case the formal debate may continue.
5. Time may only be yielded once.

§ 29 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.
2. Rights of reply may only be granted during formal debate.

3. The request shall be granted at the Chairs' discretion, and if so, the wronged Delegate may immediately speak for one (1) minute. The Chair's decision on this matter is not subject to appeal.
4. A right of reply to a right of reply is not in order.

1.5 POINTS AND MOTIONS

§ 30 Raising a Point or a Motion

1. 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.
2. 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.
3. 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.
4. 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 speakers time
 - l. Motion for an unmoderated suspension of the meeting
 - m. Motion for a moderated suspension of the meeting
5. 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.

6. All motions and points are to be considered non-debatable unless explicitly stated otherwise in the Rules of Procedure.
7. 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 in point 4.
8. Motions require a simple majority to pass, unless explicitly stated otherwise in the individual rules pertaining to the specific motion.

§ 31 Debatable motions

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 Chairs shall decide on up to two (2) Delegates to speak in favour and up to two (2) Delegates to speak against the motion.
3. 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.
4. 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.
5. Each Delegate shall be given the Floor for one (1) minute.

1.5.1 POINTS

§ 32 Point of personal privilege

1. 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.
2. 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.

§ 33 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 report an improper parliamentary procedure according to the Rules of Procedure.
3. A Delegate may not, while raising the point of order, speak on the substance of the matter under discussion.
4. 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.

§ 34 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 a question regarding the Rules of Procedure. Unless being clearly trivial or raised for the sole purpose of the disruption of the Committee, the Chairs shall grant the point and respond to the Delegate's concern in an attempt to clarify the point.

§ 35 Point of Information to the Chairs

1. 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.
2. 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.

1.5.2 MOTIONS

§ 36 Motion for a Moderated Suspension of the Meeting

1. A Delegate has the right to raise a motion for a moderated suspension of the meeting. 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.
2. The Chairs may rule a motion for a moderated suspension of the meeting out of order. Their decision is not subject to appeal.

3. If multiple motions for a moderated suspension of the meeting 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.
4. The moderated suspension of the meeting 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.

§ 37 Motion for an Unmoderated Suspension of the Meeting

1. A Delegate shall have the right to raise a motion for an unmoderated suspension of the meeting. The Delegate shall briefly state:
 - a. the topic of the unmoderated suspension
 - b. proposed total time.
2. The Chairs may rule a motion for an unmoderated suspension of the meeting out of order. Their decision is not subject to appeal.
3. If multiple motions for an unmoderated suspension of the meeting 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 suspension are equally disruptive, they will be addressed in order of arrival on the Floor.
4. The unmoderated suspension of the meeting interrupts formal Debate. While in an unmoderated suspension, Delegates are free to move around the room and discuss.

§ 38 Motion to Extend the Previous Suspension of the Session

Delegate may propose an extension of the previous moderated or unmoderated suspension of the meeting right after it has come to an end.

2. This motion is procedural in nature and needs a simple majority to pass.
3. The total duration of the extension may not exceed the total duration of the suspension of the meeting which is to be extended.
4. When an extension of a moderated suspension of the meeting is proposed, the topic and individual speaker's time of the moderated suspension of the meeting will automatically be applied.
5. The Chairs may, at their discretion, rule this motion out of order. Their decision is not subject to appeal.

§ 39 Motion for a Consultation of the whole

1. 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.
2. If the motion is accepted by the Chairs, every delegation may take the Floor in alphabetical order for a maximum of one (1) minute to voice their opinion on the topic in question.
3. This motion cannot be extended.
4. The Chairs may, at their discretion, rule this motion out of order. Their decision is not subject to appeal.

§ 40 Motion to appeal the decision of the Chairs

1. Chairs shall have the right to make procedural decisions in accordance with the good functioning of the Committee.
2. Their decision may be appealed by the Delegates unless explicitly stated otherwise in the Rules of Procedure.
3. An appeal must be made immediately after the Chairs' ruling. The Delegate will then be given forty-five (45) 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.
4. The ruling of the Chairs shall be upheld unless two-thirds ($\frac{2}{3}$) of the Delegates present

vote in favour of the appeal. $\frac{2}{3}$

§ 41 Motion for the Adjournment of the Meeting

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.

2. This motion is procedural in nature and needs a simple majority to pass.
3. The Delegate that introduces a motion for the suspension of the meeting shall specify when the meeting will resume.
4. The Chairs may, at their discretion, rule this motion out of order. Their decision is not subject to appeal.

§ 42 Motion for the Closure of the Meeting

1. A Delegate may introduce a motion for the closure of the meeting on the last day to conclude the Conference until the following year.
2. This motion is procedural in nature and needs a simple majority to pass.
3. 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.

§ 43 Motion for the Closure of the Debate

1. 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.
2. This motion is debatable, procedural in nature and requires a qualified majority () to pass.
3. The Chairs^{2/3} may rule this motion out of order. Their decision is subject to appeal.

§ 44 Motion to Adjourn Debate on the Item under Discussion

1. 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.
2. All the documents and the speaker's list will be saved by the Chairs until the item is reconsidered.
3. This motion is debatable, procedural in nature and requires a qualified majority () to pass
4. The Chairs^{2/3} may rule this motion out of order. Their decision is subject to appeal.

§ 45 Motion to Reconsider an Agenda Item

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.

2. This motion is debatable, procedural in nature and requires a qualified majority () to pass.
3. The Chairs^{2/3} may rule this motion out of order. Their decision is subject to appeal.

6. DOCUMENTS

§ 46 General Rule Pertaining to the Introduction of Documents

1. 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.
2. The Chairs shall inform the Committee of all changes to the signatories or sponsors of a document.
3. Should a document cease to meet the criteria necessary for it to be on the Floor, it will be automatically withdrawn by the Chairs.
4. Any proposal and draft proposal may only be referred to as such after it has been introduced on the Floor by the Chairs.

1.1 DRAFT PROPOSALS , PROPOSALS AND RESOLUTION

§ 47 Draft Proposals

1. A Delegate may have any document distributed to the Committee as a “draft proposal”. No particular criteria regarding formatting need to be met. Draft proposals require no sponsors or signatories.
2. A draft proposal must be approved by the Chairs to ensure it is relevant to the item under consideration. Once approved by the Chairs, the draft proposal 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 proposal takes chronologically in the number of draft proposals distributed on the agenda item.

§ 48 Proposals

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

- a. Meets the requirements of a United Nations resolution
 - b. Includes the required number of sponsors and signatories
2. The satisfaction of said requirements shall be controlled and confirmed by the Chairs, as well as by the Secretaries-General in unison.
 3. Once the requirements are met, the proposal 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 proposal takes chronologically in the number of proposals distributed on the agenda item.
 4. After the introduction of the proposals by the Chairs, the document will be distributed electronically to the Committee and one of the sponsors shall read out its operative clauses. If no sponsor requests to speak, it is at the discretion of the Chairs to select one.
 5. Subsequently, there shall be a question & answer session not exceeding five (5) minutes, where the sponsors answer questions regarding the proposal. Delegates may ask their questions after raising their placards and being given the Floor to do so by the Chairs. Only the time in which the sponsors speak shall be deducted from the time allotted to the session.

§ 49 Sponsors and Signatories

1. Sponsors are recognised as the writers and the supporters of the proposals. Unless explicitly stated otherwise in the Special Rules pertaining to the individual Committees, a minimum of three (3) sponsors are required for the proposal to be introduced.
2. Unless an unfriendly amendment that significantly alters the content of the document has been passed, a sponsor is required to vote in favour of their proposal. In case of disagreement regarding the significance of the change, the Chairs shall, after communicating the matter to the Secretaries-General, decide upon it.
3. Signatories are recognised as Delegates wishing to discuss the proposal, 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 are required for the proposal 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.

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

§ 50 Withdrawal from a Proposal

1. 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.
2. If this results in the number of signatories falling below the number required for a proposal 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 Proposal shall be withdrawn from the Floor.
3. The withdrawal from a proposal after entering the voting procedure as set out in § 60 is not in order.

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

1.2 AMENDMENTS

§ 52 Submission of an amendment

1. An approved proposal may be modified through amendments. An amendment is a written modification of the proposal, aiming to add, remove or revise one or more operative clauses of the proposal.
2. Amendments require two (2) 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 Chairs.

3. 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.
4. Amendments to amendments are not in order.

§ 53 Friendly and Unfriendly Amendments

1. Amendments to a proposal, 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 proposal without a vote.
2. As soon as the amendment has been introduced, the Chairs shall ask the sponsors of the proposal in alphabetical order to rise and state whether they formally accept the amendment to be friendly or not.
3. If the sponsors do not accept the amendment, it shall be considered “unfriendly”.
4. Unfriendly amendments must pass with a simple vote during the voting procedure.

§ 54 Withdrawal from an Amendment

1. 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.
2. If this results in the number of signatories falling below the number required for an amendment, the amendment shall be withdrawn from the Floor.
3. The withdrawal from a draft resolution shall only happen directly after the amendment has been introduced by the Chairs.

7. VOTING P ROCEDURE

1.1 GENERAL R ULES P ERTAINING THE V OTING P ROCEDURE

§ 55 Number of Votes per Delegate

1. Every Delegate shall have one (1) vote for all matters in which they are allowed to vote according to the Rules of Procedure.
2. Observers shall only vote on procedural matters and are not allowed to vote on questions of substance.

§ 56 Required majorities

1. 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.
2. If the subject of the voting gathers an equal number of votes in favour and against, it fails.
3. 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 $\frac{2}{3}$ accumulate to exactly two-thirds ($\frac{2}{3}$) of the

Delegates present, the matter put to vote shall be regarded as accepted or passed.

1.2 PROCEDURAL VOTING

§ 57 Procedural Vote

1. The term “Procedural Vote” refers to the voting on procedural matters, i.e. any matters other than Proposals and Amendments.
2. 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.
3. 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.
4. In case of a miscount during the Voting Procedure, or any other event that may impede the voting process, the vote shall be repeated.

§ 58 Voting Procedure during Procedural Voting

1. The Committee moves into procedural voting once all Points and motions have been collected by the Chairs.
2. 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 (1) motion of a kind on the Floor, the longer motion takes precedence.

3. 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.
4. 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.
5. 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.
6. In case of a miscount during the voting procedure, or any other event that may impede the voting process, the vote shall be repeated.
7. 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
8. If all motions on the Floor fail, the Committee returns to the general list of speakers.

1.3 SUBSTANTIVE VOTING

§ 59 Substantive Voting

1. The term “substantive vote” refers to the vote on substantive matters, namely proposals 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. Observers do not have voting rights, unless explicitly allowed in the Rules of Procedure
3. The documents mentioned below shall be voted upon in the following order:
 - a. Unfriendly amendments, in order of their deviation from the substance of the corresponding proposal. The order may be altered upon the discretion of the Chairs. Their decision is not subject to appeal.

- b. Proposals in order of their introduction to the Floor.
- 4. 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 2020 through a motion to close the meeting.
- 5. 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 vote clause by clause
 - f. Motion to divide the proposal
- 6. 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 vote clause by clause
 - c. Motion to divide the proposal
 - d. Request for a roll call vote.

§ 60 Language of the Document Voted Upon

All documents voted upon must be available in both working languages of the conference at the moment of the vote.

§ 61 Communication

- 1. 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.
- 2. No person may exit or enter the room and the Delegates must strictly abstain from communication in any form, including through non-verbal communication.

§ 62 Request for a Roll Call Vote

- 1. A Delegate may rise to Request for a Roll Call Vote. This Request is not subject to a vote and shall be up to the discretion of the Chairs. Their decision is not subject to appeal.

2. If the Request is granted, the Chairs shall call upon the Delegates to vote by taking the Floor and voicing their vote in English alphabetical order.
3. Delegates may vote in favour, against, in favour with rights, against with rights, abstain or pass.
4. 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.
5. If a Delegate votes with rights, they shall be granted the Floor for thirty (30) seconds, after completion of the vote, in order to explain their decision regarding their vote.

§ 63 Motion to Vote Clause by Clause

1. A Delegate may rise to a motion to Vote Clause by Clause, once all Unfriendly Amendments have been voted upon.
2. This motion is procedural in nature and requires a simple majority.
3. 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 proposal, the ones that do not shall be removed. The proposal shall be put to a vote once more, once the vote clause by clause has been resolved.
4. A motion to vote subclause by subclause is out of order.
5. The Request for a Roll Call Vote and a vote clause by clause is out of order.

§ 64 Motion to divide the proposal

1. A Delegate may rise to a motion to divide the proposal, once all unfriendly amendments have been voted upon. The Delegate is required to clarify which clauses shall be voted upon separately.
2. This motion is procedural in nature and requires a simple majority.
3. If the motion passes, the designated clauses shall be annexed to the proposal. 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 proposal. If they fail to do so, they shall be deleted. The proposal shall be put to a vote once more, once the vote clause by clause has been resolved.

§ 65 Explanation of Vote (EoV)

1. It is possible for a delegation to explain their vote before or after a substantial vote. They must state their voting position in the statement.

2. A Delegate may raise their placard and take the floor when the Chair asks if there are any EoVs before or after a vote.
3. Speaker's time is limited to two (2) minutes. A delegation may only take the Floor once.

8. SPECIAL RULES PERTAINING TO THE SECURITY COUNCIL

§ 66 Majority in the Security Council

1. Decisions on substantive matters in the Security Council require the affirmative vote of eleven (11) Members as well as the affirmative vote or abstention of all seven (7) Permanent Members in order to pass. Should at least one (1) Permanent Member vote against the decision on substantive matter, the decision cannot be adopted.
2. Should less than nineteen (19) Members vote in favour, then the required affirmative votes shall be amended as such:
 - a. Ten (10) affirmative votes, if only the delegates of seventeen (17) or eighteen (18) Member States, excluding Observers, are present; or
 - b. Nine (9) affirmative votes, if only the delegates of fifteen (15) or sixteen (16) Member States, excluding Observers, are present.
3. A simple majority is required on procedural matters.

§ 67 Sponsors and Signatories in the Security Council

In order for a proposal to be introduced in the Security Council, it requires a minimum of two (2) sponsors and two (2) signatories.

§ 68 Presidential Statement

1. 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 proposals, amendments and the adoption of resolutions apply.
2. 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.

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