

Parliamentary Procedure

Parliamentary Procedure (known as Parli Pro) is the procedure followed by delegates during committee sessions.

1. Roll Call

Be on time for roll call, which is taken at the start of EACH committee session. If you're late, send a note to the dais to let them know of your presence, since it affects voting calculations.

2. Setting The Agenda

SETTING THE TOPIC

Motion to set the agenda.

Simple majority to pass.

Requires one speaker for and one against.

SAY: "Motion to set the agenda to Topic One, Maritime Piracy in the Straits of Malacca" (If the motion fails, Topic Two will be discussed first.)

OPENING THE SPEAKER'S LIST

Requires a motion and a majority vote.

A primary Speaker's List may be opened at the Chair's discretion.

SAY: "Motion to open the Speaker's List for the purpose of setting the agenda."

SETTING THE SPEAKING TIME

Speaker's List time runs from one to two minutes.

Requires two speakers for and two against with a 30-second speaking time.

Requires a simple majority to pass.

SAY: "Motion to set the speaking time at 90 seconds."

THE SPEAKER'S LIST

Once the Speaker's List is open, debate begins.

Ex: SPEAKER'S LIST – Jordan, Afghanistan, China, Honduras, Kenya, Germany, Argentina, Romania, United States.

The Speaker's List is a perpetuating document – send a note to the Dais to be added!

3. Yields

A yield is a way to handle remaining speaking time (Ex. the speaking time is one minute, but the delegate only speaks for thirty seconds). Yields can only be made when delegates are called from the Speaker's List, and must be specified before a delegate begins speaking. If the delegate fails to specify a yield, the yield is defaulted to the Chair (See A).

A. "I YIELD MY TIME TO THE CHAIR."

Remaining time is unused

B. "I YIELD MY TIME TO QUESTIONS."

Chair will call on a delegate to ask the speaker a question.

Speaker can only respond for the amount of time unused.

No back-and-forth dialogue between delegates!

C. "I YIELD MY TIME TO [INSERT COUNTRY'S NAME HERE]."

If a delegate (Oman) yields the remainder of their time to another country (Yemen), that country must accept the yield.

The country yielded to (Yemen) cannot make another yield (NO DOUBLE YIELDS).

4. Points

Points give delegates a voice about administrative matters not related to the substance of the committee.

POINT OF ORDER

Tool to point out a discrepancy in parliamentary procedure or another delegate's actions.

May interrupt a speaker.

Ex. "Point of Order? The delegate is discussing resolution 3, but only 1 and 2 have been presented."

POINT OF PERSONAL PRIVILEGE

Tool to express personal discomfort that interferes with his/her ability to participate in debate; the Chair will work to alleviate the situation.

May not interrupt a speaker.

Ex. "Point of Personal Privilege? Can the Dais please speak up? We can't hear the Chair in the back."

POINT OF PARLIAMENTARY INQUIRY

Tool to ask the Dais to clarify a motion made, a vote up for consideration, or any other step of parliamentary procedure.

May not interrupt a speaker.

Ex. "Point of Inquiry? Are we voting on Resolution 1.2 or 1.4?"

5. Caucusing

MODERATED CAUCUS

The moderated caucus allows countries that are low on the Speaker's List to have the opportunity to speak by temporarily suspending the Speaker's List and allowing the chair to call on countries at their discretion.

The delegate who proposed the caucus should specify the topic of discussion, specify the duration (not to exceed 20 minutes), and speaking time per delegate.

To signal your desire to speak, simply raise your placard.

Delegates should remain in their seats during a moderated caucus and maintain decorum, as during formal debate.

SAY: "Motion for a ten-minute moderated caucus with 30-second speaking times [for the purpose of discussing _____]."

UNMODERATED CAUCUS

A motion for an unmoderated caucus, which requires a majority to pass, allows the suspension of the rules and of formal debate.

Delegates may leave their seats and discuss topics freely.

The delegate making the motion must specify a total time for the proposed caucus, not to exceed 20 minutes.

The Chair reserves the right to rule such a motion out of order.

This is an ideal time to draft resolutions and develop relationships with fellow countries.

SAY: "Motion for a ten-minute unmoderated caucus."

6. Resolutions And Amendments

RESOLUTIONS

Purpose: creating innovating solutions to the topics discussed in debate.

Each delegation can sponsor or sign as many resolutions as they wish.

Sponsors are countries who agree with the content of the resolution or draft and intend to support it.

Signatories are countries who would like to see the draft debated but do not necessarily support all the elements of the resolution.

A signatory of a resolution *does not* have to vote in favor of the resolution.

Require 20% +1 of the committee to sign on to a resolution either as a sponsor or as a signatory.

Each resolution requires at least 2 sponsors.

Both resolutions and amendments alike require a simple majority to pass.

FRIENDLY AMENDMENTS

Approved by all sponsors of the resolution.

Automatically added without a vote as soon as they are submitted to the Dais.

UNFRIENDLY AMENDMENTS

12.5% +1 of the committee as sponsors/signatories before being presented to the Chair.

Require two speakers for and two speakers against and a majority vote before being added to the draft resolution.

SUBMITTING A RESOLUTION

Considered a "working paper" until submitted to the Dais.

Considered a "draft resolution" until presented to the committee.

Draft resolutions are presented to the committee in the order they were submitted.

Draft resolutions are named based on the topics being discussed (eg. resolution 1.1 would be the first resolution submitted for topic 1).

PRESENTING A RESOLUTION

Suspension of the rules at Chair's discretion.

All the sponsors read the resolution to the committee, after which a five minute Q&A is held.

Q&A

Non-substantive questions are used to question and correct grammar, spelling, punctuation, or to clarify (without changing) any part of a draft resolution.

Substantive questions wish to question the meaning and intentions of the draft resolution.

7. Voting

STRAW POLL

A non-binding poll vote on a draft resolution or resolution, that allows delegates to get a feel for the popularity of an issue.

MOVING INTO VOTING PROCEDURE

Requires two speakers for and two against and 2/3 in favor to pass.

Once the body has voted affirmatively to close debate, the committee immediately moves into voting procedure.

SAY: "Motion to close debate."

VOTING PROCEDURE – NO ONE MAY ENTER OR LEAVE THE ROOM DURING THE ENTIRETY OF VOTING PROCEDURE.

Each resolution is voted on in the order that it was presented (Resolution 1.1, 1.2, etc.).

Voting on unfriendly amendments occurs before voting on the resolution as a whole.

Each resolution is passed by a simple majority.

May vote yes, no, yes with rights, no with rights, abstain.

Voting with rights means that a delegation is voting contrary to its expected vote based on its declared foreign policy.

Delegations voting with rights may give a speech at the conclusion of voting giving their reasoning for such a vote. You should vote according to your country's policy.

MOTIONS SPECIFIC TO VOTING

"Motion for a roll call vote."

"Motion to reorder the resolutions."

"Motion to divide the question."

Crisis Parliamentary Procedure

1. BEGINNING DEBATE

Committee will begin with a roll call. Unlike GAs, a formal motion to open debate is not necessary, and motions do not need to be seconded by another delegate.

The largest difference between traditional and crisis parliamentary procedure is the lack of a Speaker's List in crisis committees. As such, a Motion to Set the Speaking Time or Set the Agenda are unnecessary. In place of the Speaker's List, crisis committees use three primary tools for discussion about the topic at hand: round robins, moderated caucuses, and unmoderated caucuses.

2. MODERATED CAUCUS

These are the most common in a crisis committee, and if there are no other motions on the floor, the Chair will default to a moderated caucus. Most crisis committees conduct debate through a series of rolling moderated caucuses. Like in traditional committees, the delegate proposing a moderated caucus should specify a topic of discussion, the duration, and speaking time per delegate. While there is no formal limit on the duration of a moderated caucus, a Chair will usually not entertain anything beyond 10-12 minutes. The Chair will individually call on delegates who wish to speak, and, due to the small number of delegates in a crisis committee, it is often possible for a delegate to speak twice in one moderated caucus.

SAY: "Motion for a six-minute moderated caucus with a 30-second speaking time to discuss the latest crisis update."

3. UNMODERATED CAUCUS

Similar to unmoderated caucuses in traditional committees, delegates are able to leave their seats and discuss the topic freely. In crisis committees, however, unmoderated caucuses are usually for merging directives, rather than bloc-building. More information about directives will be discussed later. Unmoderated caucuses usually last no more than 10 minutes, and are more rare in crisis committees than in GAs or ECOSOCs.

SAY: "Motion for a ten-minute unmoderated caucus to merge directives on the table."

4. ROUND ROBIN

A round robin is a variation of the moderated caucus, where every delegate in the committee gives a speech in order, hence the name. The delegate proposing a round robin also specifies the speaking time per delegate, which is usually not more than one minute. Round robins are especially useful at the very beginning of a committee, since it allows each delegate to lay out their position and discuss what issues they believe to be most worthy of further discussion. They can also be useful after a major crisis update to allow all delegates to give their opinion on how to resolve the latest crisis.

SAY: "Motion for a 30-second round robin."

5. YIELDS AND POINTS

Speeches in a crisis committee will rarely last more than a minute, so yielding to questions or to another delegate is often not possible or impractical. Yielding time back to the chair is sometimes optional, depending on the chairing style of the Dias.

Points still function largely the same as in traditional committees. Due to the small size of the committee, a delegate can simply say the point when another delegate is not speaking, instead of waiting for the Chair to recognize them.

6. DIRECTIVES

Directives are similar to resolutions in traditional committees, with the notable exception that they do not include preambulatory clauses and are much shorter and more concise. Directives are generally written in response to a specific crisis update, and can be as short as two or three clauses. Once a directive has collected the required number of signatories, it is sent to the Dias. A delegate can then motion to introduce all directives on the table.

7. ADDITIONAL PARLIAMENTARY PROCEDURE

Occasionally, crisis staff may introduce a “timed crisis,” where delegates have a limited amount of time to address a problem. In those cases, the Chair may further relax parliamentary procedure rules and skip parts of the formal voting procedure or allow a directive to be presented verbally without first being written.