Tecnológico de Monterrey

XXXIV TECMUN Jr.

Official Protocol

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XXXIV TECMUN Jr.
OFFICIAL PROTOCOL

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***These particularities of the Official Protocol apply exclusively for certain committees. Committees with containment, warfare, or crisis protocol are indicated in the General Agenda document found in www.tecmun.org.**

1. General structure

The committees and organizations simulated in the debate forums of TECMUN represent organisms set on the optimization of the quality of life in various aspects worldwide, ranging from social and humanitarian-themed forums to those specialized in international security and criminal justice. Therefore, diplomacy is the main factor needed in order to address the previous topics within the debate forums.

So as to maintain the professionalism of the procedures, all points must be referred to the direct authority of each committee, which is, in the first instance, the president. The president acts as the representative of the Under-Secretary-General, the Chief of General Coordination and the Secretary-General within the committee whenever these authorities are not present, and, as such, has the last word regarding decisions of the procedures of the committees and the development of the debate. If these decisions present a contradiction of any of the rules established in this protocol, they can be challenged by a *Point of order (6.1)*.

In case the problem does not fall within the previously stated conditions, it can only be addressed through a direct conversation between the delegate-in-question's Faculty Advisor and the President of the committee, or the Secretary-General, the Chief of General Coordination, in between-session time.

All delegates must comply with due diplomacy throughout the debate. Those who do not belong to a committee in the official status as a judge, minister, ambassador, or prosecutor must speak in the third person when announcing the posture of the countries or organisms they represent.

All delegates have the right to participate in the debate as long as adequate procedures are followed. All interventions must be regulated by the moderator and the president of the committee. For intervention in the debate to be considered by the Chair and the committee, the delegate must raise his nameplate to be yielded to the floor. During the pronouncement of interventions, delegates must stay standing –unless the Chair stipulates differently–, otherwise, the intervention is automatically canceled.

1.1 Dress code

The delegations and *observers (8.2)* must follow a formal dress code at all times during the development of ceremonial events and in the debate sessions the three days of the model. In case a delegation does not meet the established code inside the debate session, it will be firstly granted with a verbal warning from the Chair, however, if the non-compliance continues in the succeeding session, the delegation will be granted a *warning (8.5)*. The formal dress code includes:

> Suit, tuxedo or dress pants with blazer; American, Italian, English, French or any other collared shirt that admits the use of a tie; bow tie or necktie and dress shoes with socks. Sweaters, vests, scarves or coats may be added to the attire as long as the above criteria are met; nevertheless, these may not be worn as substitutes for any of the required garments. The use of accessories outside the etiquette code such as hats or sunglasses is prohibited.
>
> Dress (without neckline), tailored suit, skirt and shirt, or formal blouse. Low-cut blouses, crop tops, and off-the-shoulder clothing is not allowed. Regarding the length of the dress or skirt, if it is five centimeters above the knee, the use of stockings will be recommended. However, if the skirt is ten centimeters or more above the knee, the use of dark stockings will be

indispensable. Formal Footwear; heels must be necessarily closed, casual shoes such as tennis shoes or sandals are prohibited. Formal jackets, sweaters or coats must be worn.

Optional accessories: Additional accessories such as watches, bracelets, headbands, rings, earrings, necklaces or tie clips will be allowed, however, it will be up to the consideration of the Chair whether these items comply with the formality code. In the case that it is decreed that any supplement does not comply with this guideline, the delegation must remove it.

2. Debate initiation

2.1 Opening of the session

The session can only be opened by the committee's Chair, the by the Secretary-General, the Chief of General Coordination, or by the corresponding Under-Secretary-General, and no other procedure can take place prior to this step. At the beginning of each session, an individual roll call must be carried out to each delegation of the committee, to which the representing *delegate* should respond with *«Present and voting»* in the given case of being a member country of the organism that is being represented by the committee. Otherwise, the delegate should respond with *«Present».* Once the roll call has finished, the delegations that were absent should remain as observers without participating at all during the debate. Once all said conditions have been met, the session can be formally opened.

2.2 Topic selection

At the beginning of the first session, the only motion that can be established is a *Motion to open topic A/B (5.1),* and all of the procedures should be carried out according to the specifications of said motion. There are two topic options per committee, which are previously announced by the Chair, and are fully invariable and definitive. Each committee should debate at least one of the topic options, determined by the described voting in the motion's procedure. The remaining topic is only debated once an *Official Resolution Paper (9.2)* of the first topic is reached.

2.3 Speaker's List

The Speaker's List is the base for the development of the debate and a space for the exposition of each delegation's point of view for a determined time. The Speaker's List consists of the order in which the delegations approach the front of the floor to expose their arguments about a matter related to the debated topic. Its order is definitive and it is the only procedure that is automatically closed until the resolution of the topic. The introduction of the Speaker's List should be made at the beginning of any topic's debate and according to what the *Motions to open the Speaker's List (5.2)* points out.

Each time that the floor is opened and no other motion is established, the debate proceeds with the next speaker on the list. In the given case that a delegate is not present at the session at the moment of his or her turn during the Speaker's List, the place is yielded to the next delegations and the missing delegation should be reassigned to the end of the list.

When a delegate does not use the established time in its totality, the delegation can yield it to different purposes:

1. **Comments:** the delegate grants the remaining time to general comments. Every delegation who desires to do so can ask the Chair for the word to establish a comment that makes reference to the yielding delegate's declaration. Any comments can be made during the yielded time. For each one of the comments, a *point of information (6.4)* should be established

once the Chair has granted the word. In the given case that there are no comments, the delegation can take his or her seat when the Chair indicates it.

2. **Questions:** the delegate yields the remaining time to simple questions (no preamble or follow-up questions are permitted). The delegate who yielded his or her time is bound to answer the question if it counts with the formality standards that the Chair determines, or else a *warning (8.5)* will be granted. For each of the questions, a *point of information (6.4)* should be established once the Chair has granted the word. Any questions can be made and answered during the yielded time. In the given case that the time expires before the delegation could answer the question, a brief extension will be granted to answer. In the given case that there are no questions, the delegation can take his or her seat when the Chair indicates it.
3. **To the Chair:** the delegate yields the remaining time to the Chair's consideration. In this case, the Chair decides if the time should be used for comment, questions or allow the delegate in question to take his or her seat. The chair's decision is unappealable.
4. **To another delegation:** in the given case that a delegation desires to do so, the delegation can yield his or her remaining time for another delegation to make use of it. The delegation that has been yielded the time is asked if the delegation accepts the granted time; in the given case that the delegation does not accept, the delegate who yielded the time will be granted with a *warning (8.5)*. If the delegation accepts the time, the delegate should make complete use of it and it is not permitted for the delegation to yield the time again to any purpose.

3. Debate development

Once the topic to be debated and the order of the Speaker's List have been established, the committee must proceed with the formal debate procedures until the approval of an *Official Resolution Paper (9.2)* is reached. The debate shall only be interrupted by the means of a *Motion to postpone the debate (5.13.2)* or a *Motion to close the session (5.13.1),* and in both cases must be resumed according to the procedures stipulated by the chair and the hereby established protocol.

The general structure of the debate is based on the Speaker's List, which is when all delegates must express their position before the committee; however, the Speaker's List can be interrupted via the introduction of motions, points, and rights, as well as the procedure that corresponds to each of them.

If the debate concludes via an *Official Resolution Paper (9.2),* it is possible to open the alternative topic and carry on with its respective debate in the same manner as the first.

4. Voting procedure

All motions and procedures that are submitted to voting as established by the aforementioned protocol can only be considered in order if they count with a simple majority consistent of 50% + 1 (fifty percent of the committee plus one vote), being the only voting options in favor, against, and abstentions –excluding exceptions. In case of not counting with said requirement, the motion does not proceed and cannot be proposed again immediately. The voting procedure can only be repeated in case not all delegates participated. The only delegates that can participate in the voting procedure are those that are a part of the committee. In said case, the votes can be either carried out in a group or individually as determined by the Chair.

For logistical reasons, abstentions are considered as votes favoring the final result, whether in favor or against. Said principle is only fulfilled if the results of the voting procedure are uneven. If the

results turn out equal, they will be automatically deemed negative since the simple majority principle is not satisfied.

4.1 Exceptions to the voting procedure

1. In the Security Council, in addition to a simple majority, the five permanent members (French Republic, French Republic, Russian Federation, United Kingdom of Great Britain and Northern Ireland and China) are required vote in favour of passing motions relating to Draft *Resolutions (9)* in particular, and such members must compulsorily vote to accept a *veto (7.4)* or approve a *Motion to convene a meeting of permanent members (5.10.3).*
2. Resolution projects are voted on in a different way, established in *Resolution projects (9)*
3. There can be no abstentions in the *Motion to open topic A/B (5.1),* and only those motions and procedures hereby established can be not voted on to be approved.
4. In the voting rounds of the *Resolution Paper (9.2)*, only the Member States of the committee may vote.

5. Motions

5.1 Motion to open topic A/B

This motion can be established immediately after the beginning of the opening session, or, in any case, after the closing of either topic if the Chair deems it in order. The delegation that proposes the motion must specify which of the two topics is desired to be opened and will be considered as the first delegation to speak in the floor in favor of opening said topic; he who seconded the motion must also speak in favor of the topic.

Previous to the voting procedure for opening a topic, four delegations must speak in the floor against and in favor of opening the proposed topic. Said procedure is carried out as follows:

1. Delegation that proposed the motion to open the topic
2. First delegation against the opening of the topic.
3. Delegation that seconded the motion.
4. Second delegation against the opening of the topic.

The objective of these interventions is increasing and highlighting the reasons why the topic should or should not be opened and convincing the rest of the committee about it. During this procedure, participating delegates cannot refer to a topic other than whichever one is being voted upon. The importance of either topic cannot be questioned. There is no time limit for this procedure unless established by the Chair.

Subsequent to the presentation of arguments, the committee shall move on to voting procedure. There are only two possible votes for this particular procedure; in favor and against. If the motion does not count with a sufficient amount of votes, then the Chair will proceed to open the topic that was not proposed.

In case no delegation seconds the motion, then the other topic is opened. On the other hand, if no delegation agrees to speak against the opening of the topic, the decision will be considered unanimous and the proposed topic will be opened.

5.2 Motion to open the Speaker's List

This motion must be proposed at the beginning of a debate, and in case a second topic is opened, must be proposed again. The order of the Speaker's List must be defined at the beginning of the debate

once this motion has been voted upon. The first speaker is always the delegate who proposed the motion, followed by the delegate who seconded it, and, later, the Chair should be let known of any delegations that would like to be added to the list whether via a diplomatic note or by participating when the delegates are asked to.

The time of the Speaker's List must be set by the delegate that proposes the motion; however, the Chair has the total faculty of setting a different time extension. Said extension can also be modified via the proposal of a ***Motion to modify the time of the Speaker's List****;* which will have to be seconded and voted on once again. This motion cannot be proposed immediately after the time of the Speaker's List has been set, and the Chair can consider it out of order under any circumstance.

Once the Speaker's List has been set, the debate must proceed as stipulated in point 2.3.

5.3 Motion to open a Moderated Caucus

The Moderated Caucus can only be established once that a certain number of delegates have spoken in the Speaker's List, or whenever the Chair deems it in order.

The Moderated Caucus is a freehand debate with no set list of participants during which any delegation can participate immediately after he has been granted the word. The delegation proposes the motion has the right to make the first intervention during the caucus, however, the delegation that seconds the motion is not entitled to the same right unless the Chair grants it to the delegate as a courtesy. The Chair shall decide the following interventions according to the order in which the delegates raise their nameplates until the previously established time is up.

The delegation that proposed this motion must set the time of the Caucus, or, in any case, leave it to the Chair's judgment. The purpose of the Caucus should not be stated. The recommended time is approximately ten minutes, during which the interventions are expected to be short so as to allow a more diverse flow of ideas. During the Moderated Caucus, direct contact among delegates is allowed so long as the environment of formality and respect is maintained.

The Moderated Caucus can be extended given the proposal of a ***Motion to extend the time of the Moderated Caucus****,* which must be seconded and voted on. In order for this motion to be considered suitable by the Chair, the time of the extension must be stated and said extension cannot be longer than the length of the original Moderated Caucus. There can only be one extension per Caucus and no variations of this motion can be proposed immediately after the Caucus has concluded.

Likewise, there is the modification of the motion: ***Motion to open a Moderated Caucus of unlimited time***; which as its name indicates, the duration of the Caucus is indefinite and will conclude when the Board so indicates. This modification can only be proposed when a committee is in the *Declaration of Containment Protocol (11.1)* and must be voted on and seconded.

5.4 Motion to open a Simple Caucus

A Simple Caucus can only be established once a certain number of delegates have spoken in the Speaker's List, and once at least once Moderated Caucus has been opened, or else, whenever the Chair deems it appropriate.

The Simple Caucus is an unmoderated debate in which delegates are allowed to leave their seats and interact directly; however, all interactions must be carried out in the committee's official working language and in a formal manner. The delegation that proposes this motion must also establish its time extension, or else, leave it to the Chair´s consideration. The purpose of the Simple Caucus shall not be stated.

During Simple Caucus time, the doors of the committee must remain closed and there must not be any observers within the room. The objective of the Simple Caucus is elaborating and writing proposals for the development of a solution to the topic in question. Delegates can also approach the chair so as to resolve inquiries regarding the protocol, the development of the debate, and the topics themselves.

The Simple Caucus can be extended via the proposal of a ***Motion to extend the time of the Simple Caucus,*** which must be seconded and voted on. In order for this motion to be considered suitable by the Chair, the time of the extension must be stated and said extension cannot be longer than the length of the original Simple Caucus. There can only be one extension per Caucus and no variations of this motion can be proposed immediately after the Caucus or an extension has concluded.

5.5 Motion to open an extraordinary session of questions

An extraordinary session of questions can be proposed whenever it is desired to interrogate a delegation about its position or a statement that it has previously mentioned. The delegation that proposes the motion must specify the number of questions and to which delegate they are aimed. The number of questions allowed is eight at most and two at least.

Once the motion has been proposed, the Chair must ask the delegate to which the questions are aimed whether it accepts or not. In case the motion is not accepted by the delegate, or if the said delegate is not present, then the motion cannot proceed. Once the motion is accepted, it must be seconded and voted on by the rest of the committee, regardless of the number of questions proposed.

The delegate that proposes the motion can only ask one question. In case the extraordinary session of questions is determined to be more than one question long, the delegation that proposed the motion must only ask the first question, leaving the second one to whoever seconded it. In case more than two questions are deemed in order, the Chair shall consult with the delegations in the room in order to establish the order in which they will ask the remaining questions. In case there are not enough delegates willing to ask all of the questions, then the motion shall not proceed, unless it is re-established by the delegation that proposed it, with a lower number of questions.

If the motion passes, the delegate to which the questions are aimed must go to the front of the room. The questions are asked by the delegates in the order previously established by the Chair. In case a question does not comply with the formality standards dictated by the protocol, the delegation asking it shall be granted a *warning (8.5).* If the delegate to which the questions are aimed refuses to answer any of the questions, said delegate will be granted a warning.

Previous to the formulation of each question, a preamble may be established via a point of personal privilege. Preambles have the function of stating a context that may allow the delegation in question to further understand the upcoming interrogation. Preambles must be established shortly.

Per each answered question, the interrogating delegate is allowed to ask a *follow-up question* –also known simply as a *follow-up*– so long as the previous answer has not ended with a firm affirmation or negation. There can only be one follow-up question and it can only be established via a *point of personal privilege (6.2).* Follow-up questions are not considered among the five allowed questions.

The number of questions of the session can be extended given the proposal of a ***Motion to extend the extraordinary session of questions;*** however, it must be seconded and voted on again. For the motion to be considered by the Chair, the delegation proposing it must establish the new amount of questions, which cannot be greater than the number asked in the previous session, nor equal to five.

There can only be one extension and no variation of the motion can be proposed immediately upon the conclusion of the extraordinary session of questions or its extension.

5.6 Motion to introduce a Possible Working Paper

This motion can only be established once a *Possible Working Paper (9.1)* counts with all the necessary requirements to become an *Official Working Paper (9.1)* as stipulated by the Chair throughout the writing process. This motion allows for the formal introduction of a series of proposals developed by a group of delegates or by the committee as a whole. The motion can only be introduced and seconded by the writers of the Possible Working Paper.

Once the motion has been deemed in order by the Chair and seconded and voted on by all the delegations, the Possible Working Paper must be read before the entire committee. For the said procedure, up to three delegations, two of which must be the delegate that proposed the motion and the delegate that seconded it, must pass to the front of the committee. The Chair has the faculty of choosing the third delegation that shall pass to the front. The reading of the Possible Working Paper must be carried out in a loud voice and with no verbal additions, with body gestures being limited to pointing at the proposals on the paper.

Once the reading has concluded, the committee must move on to the voting procedure of the Possible Working Paper. If it is approved, it can be considered as an *Official Working Paper*, or must remain as a Possible Working Paper which cannot be introduced again immediately.

5.7 Motion to introduce a possible Resolution Paper

This motion can only be established once a *Possible Resolution Paper (9.2)* counts with the necessary requirements to become an *Official Resolution Paper (9.2)* as stipulated by the Chair throughout the writing procedure. This motion allows for the formal introduction of all proposals and Resolution Papers on the same document created by all of the committees. The motion can only be introduced and seconded by the writers of the Possible Resolution Paper.

Once the motion has been deemed in order by the Chair and seconded, the Possible Resolution Paper must be read to the entire committee. For the said procedure, up to three delegations, two of which must be the delegate that proposed the motion and the delegate that seconded it, must pass to the front of the committee. The Chair has the faculty of choosing the third delegation that shall pass to the front. The reading of the Possible Resolution Paper must be carried out in a loud voice and with no verbal additions, with body gestures being limited to pointing at the proposals on the paper. This reading must be carried out interspersed by the two selected delegations, that is, the delegation that has proposed the motion must read a point and the delegation that has seconded the motion must read the following; this process is carried out successively until the delegations finish reading the document.

Once the reading has concluded, a *Right of Amendment (7.3)* can be introduced. Once all amendments have been made, the voting procedure of the Possible Resolution Paper can begin.

The voting must be carried out on the printed document and with the presence of the corresponding Under-Secretary-General, Chief of General Coordination, or Secretary-General. The votes are established individually in the order established by the Chair. This voting procedure consists of three rounds during which the delegations can vote as follows:

First round:

In favor
Against
Abstention
Pass (The delegation abstains its vote until all others have voted, after which the vote must be carried out.)

Second round:

In favor with *right to explanation (7.2)*
Against with *right to explanation (7.2)*
Abstention
Pass (cannot apply if it has already been used in the first round)

Third round:

In favor
Against

The Chair must register the exact results of each round of voting; however, the final result is entirely based on the result of the third round. In case the Possible Resolution Paper is approved, it can be considered an Official Resolution Paper. Otherwise, it must remain a Possible Resolution Paper and it cannot be introduced again immediately.

During the voting process of the *Possible Resolution Paper (9.2)*, only the delegations of the Member States of the committee will be able to participate during the three rounds of voting. Delegations of non-Member States will be accompanied outside the discussion room by a member of the Chair, at the end of the voting process of the *Possible Resolution Paper (9.2)*, the delegations will be able to re-enter the room accompanied by the President of the committee.

5.8 Motion to introduce Containment Protocol

The delegations will have to write a document with the *Declaration of Containment Protocol (11.1)* where a situation, reason, and objective for which a negotiation should be held with the legal representative of the criminal organization involved in the topic. The motion to introduce Containmente Protocol will be in order once the Chair has revised the document with the declaration.

The motion is proposed by the delegations who wrote the document. Subsequently, the request for the opening of the protocol will be read and the evidence will be presented (if the delegations so wish). This motion must be seconded and voted on. Once the Containment Protocol is open, the delegations will pass to the *Speakers List (2.3)* in the following order:

a) Requesting Delegation
b) Legal representative of the criminal group
c) Rest of delegations interested

To begin the negotiation, the delegations must open an *Extraordinary Session of Questions (5.5)* towards the representative of the criminal organization with an extension between two and eight questions. Each question can have a follow up, however, it is not possible to use the modification of the motion: ***Motion to extend the extraordinary question session***.

The *Moderated Caucus of unlimited time (5.3)* will be opened to carry out the specific negotiation. The motion will be in order at the end of the Extraordinary Session of Questions. This will end when the Board considers it necessary.

Then a Motion to open a *Simple Caucus (5.4)* will be requested with a duration of forty minutes including its respective extension. During the Simple Caucus time the delegations will have to write the *Agreement in negotiation exercise (11.2)*.

5.9 Motion to introduce an Agreement in negotiation exercise

This motion can only be established once an *Agreement in negotiation exercise (11.2)* has the appropriate guidelines to become an *Official Negotiation Agreement (11.2)* as indicated by the Chair throughout its elaboration. This motion allows for the formal introduction of a series of proposals developed by a group of delegations or by the entire committee. The motion can only be introduced and seconded by the writers of the Agreement in negotiation exercise.

Once the motion is considered in order by the Chair, the Agreement in negotiation exercise must be read in front of the entire committee. For this, two delegations are allowed to come forward, one of which must be the one who proposed the motion and another who has seconded it. The reading of the Agreement in negotiation exercise must be done out loud and without any verbal additions, limiting to pointing out what is proposed to be approved.

Once the reading is completed, the vote on the Agreement in negotiation exercise proceeds. If it is approved it can be considered an official Working Paper, otherwise it must remain as an Official Negotiation Agreement and cannot be reintroduced, this implies that future *Resolution Projects (9)* of the committee will not be included either. may include proposals from said worksheet.

5.10 Motion to introduce a State of warfare

When this motion is established the delegation or alliance that it is aimed at must be specified. Via this motion, a *state of warfare (12)* is introduced, during which an *Amnesty (12.2)* must be reached within forty minutes. In case the ongoing session does not have enough time left at the moment the state of warfare is introduced, the motion cannot pass given that a state of warfare cannot be interrupted. This motion can be ruled out of order by the Chair at any moment and requires the presence of the Secretary-General, the proper Under-Secretary-General, or the Chief of General Coordination so as to be deemed in order.

5.11 Motion to introduce Amnesty

This motion can only be established when a *state of warfare (12)* has been declared. In order to introduce *Amnesty (12.2)*, the state of warfare must be within the forty minutes established for the resolution of the conflict in the committee where the motion was introduced. Once the Chair deems the motion in order, it must be seconded and voted on so as to present the Amnesty and the corresponding *rights of the amendment (7.3).*

5.12 Motion to Introduce an Emergency Resolution Project

This motion can only be established once an *Emergency Resolution Project (13.2)* has the appropriate guidelines to become an *Official Emergency Resolution Project (13.2)* as indicated by the Chair throughout its development. This motion formally allows the introduction of a series of proposals

developed by a group of delegations or by the entire committee. The motion can only be introduced and seconded by the drafters of the Emergency Resolution Project.

Once the motion is deemed in order by the Chair, the Emergency Resolution Project must be read before the entire committee. Two delegations are allowed to step forward, one of which must be the proposer of the motion and the other the seconder. The reading of the Emergency Resolution Project must be done aloud and without any verbal additions, limited to indicating what is proposed to be approved.

After the reading is concluded, the voting on the Emergency Resolution Project proceeds. The vote must be conducted on the printed document and with the presence of the corresponding Under-Secretary-General, the Secretary General, or the Chief of Coordination. The votes are individually consulted in the order determined by the Chair. The procedure consists of three rounds in which delegations can vote as follows:

First round:

In favor
Against
Abstention
Pass (the delegation abstains until all others have voted, after which it must cast its vote)

Second round:

In favor with the *right to explanation (7.2)*
Against with the *right to explanation (7.2)*
Abstention
Pass (does not apply if already used in the first round)

Third round:

In favor
Against

The Chair must keep a record of the exact results in each round of voting, however, the final result is based solely on the result of the third round. If the Emergency Resolution Project is approved, it may be considered an official Emergency Resolution Project; otherwise, it must remain as an Emergency Resolution Project and cannot be reintroduced.

During the voting process of the *Possible Emergency Resolution Project (13.2)*, only delegations of Member States of the committee may participate during the three rounds of voting. Delegations of non-Member States will be escorted out of the debate room by a member of the Chair, and after the voting process of the *Possible Emergency Resolution Project (13.2)* is completed, the delegations may re-enter the room accompanied by the Chair.

5.13 Complementary motions

5.13.1 Motion to close the session

This motion can only be established once the Chair has announced that it is in order. By means of this motion, a session of the debate is considered over. Afterward, no motion, point or right can be introduced until the opening of a new session. This motion is definitive and if considered in order by the Chair does not require to be voted on. In special cases, the Chair can declare a session over

without the need of this motion to be introduced or previously suggested. An ongoing session cannot be closed in a time not dictated by the Agenda.

5.13.2 Motion to postpone the debate

This motion can only be established once the Chair has announced it is in order and the time extension of it must be specified when it is proposed. By the means of this motion, an informal break within the debate can be opened without the session being declared over.

During this time, the doors of the committee must remain closed and there shall be no observers left inside the room. The objective of this motion is to bring the debate and all protocol to a halt in the case of a special condition or emergency situation as determined by the Chair, as well as limiting the closing of a topic and the opening of another within one same session. In special cases, the Chair can declare the ceasing of all formal action of the debate without a need for the motion to be introduced or voted on.

5.13.3 Motion to convene a permanent member meeting

This motion can only be established in the Security Council by one of the five permanent members (French Republic, Russian Federation, United Kingdom of Great Britain and Northern Ireland, United States of America, and China) once a certain number of delegations has passed to the Speakers List and at least one Moderated Caucus has been opened.

The motion must be seconded and voted exclusively by the permanent members, and the vote must be unanimous for the motion to proceed. The five permanent members will leave the room accompanied by a member of the Board to discuss matters related to the debate. Meanwhile, the debate session continues within the council for the rest of the members.

6. Points

6.1 Point of order

This point allows the delegate to point out an inadequate use of the protocol or the lack of its use whenever the Chair misses to point it out. It can also be used whenever it is desired to point out a diplomatic error during the development of the debate, a lack of formality or a mistake committed by the Chair which is not contemplated within the protocol.

This point can be established at any point in the debate, without a need of the Chair to open the floor. It can also be introduced during the speech of another delegation so long as it is of concern to it.

6.2 Point of personal privilege

This motion allows the delegation that proposes it to ask the Chair for a permission regarding the debate or a personal situation, it can be established at any moment of the debate, without the need of the Chair to open the floor.. Permissions allowed within this point are those that may concern the entire committee or may simultaneously involve another delegation, such as asking for the reestablishment of a question or an answer, or for the increase of the volume or the clarity of the delegate's voice. A more personal petition that requires a more direct interaction with the Chair must be solicited via a *diplomatic note (8.4)* as opposed to a point of personal privilege.

During an *extraordinary session of questions (5.5),* this point must be established in order to make a preamble or a follow-up question.

This point can be established at any point of the debate, without a need of the floor to have been opened by the chair or during the speech of another delegation so long as it is of concern to it.

6.3 Point of Parliamentary Inquiry

This point allows the delegate to ask a public question to the Chair, concerning the protocol, the development of the debate or the ongoing session. This point can only be established whenever the floor is open.

6.4 Point of information

This point can only be established when another delegation yields its remaining time to comments or questions during its turn in the *Speaker's List (2.3).* This point allows for the formulation of the desired comment or simple question once the Chair has granted the delegate the right to talk.

7. Rights

7.1 Right of reply

This right can be established in case of a serious lack of diplomacy towards a delegation that has been offended personaly and a public apology is requested. The right of reply must be introduced via a *diplomatic note (8.4)* aimed at the Chair which specifies the accused delegation and the direct quote of what is considered offensive and the reasons why. If said conditions are not followed, the right of reply will not be valid.

This right can only be granted by the president of the committee, or the corresponding Under-Secretary-General, the Secretary General, and the Chief of General Coordination. In case the right is accepted, the Chair must announce the reasons to the committee and the accused delegation must offer a public apology related to the accusation with no explanation or justification of what has been previously said. If the accused delegate denies to offer the apology, a *warning (8.5)* will be granted.

7.2 Right of explanation

This right can be established by any delegation during the second round of voting of a *Possible Resolution Paper (9.2)* to state before the entire committee the motives why said delegation's vote leans in favor or against the resolution. This right can be requested to the Chair immediately after the vote has been carried out, yet only during the delegation's voting turn. In case the turn passes, a right of explanation cannot be introduced anymore.

7.3 Right of amendment

This right can be established by any member of the committee during the presentation of any resolution project or an *Amnesty (12.2)* in order to make a change in the content, grammar, punctuation, or in order to point out a mistake that should be fixed in the given document. Established amendments can be voted on in case a meaningful modification is made, and if the Chair deems it in order.

7.4 Right of veto

This right can only be introduced by the five permanent members of the Security Council (United States of America, Russian Federation, United Kingdom of Great Britain and Northern Ireland, French Republic, and the People's Republic of China) whenever the floor is open. The veto can forbid the participation of one of the non-permanent members of the session; however, it can only be used once within one same session. The delegation that introduces this right must explain the reasons why it wishes to carry it out before the entire committee. Given that this right is common for all permanent members, all of these must vote in favor of the application of it unanimously. In case the right is approved, the vetoed delegation has the right of staying in the session as an observer.

This right can also be applied to veto a resolution project during its voting procedure and does not need to be voted on. A resolution project that has been vetoed cannot be presented again until the pertinent modifications have been made.

8. Specifications

8.1 Delegations

The delegations are only assigned prior to the model, and the only changes allowed regarding the represented country, individual, or organism are those authorized by the corresponding Under-Secretary-General, the Chief of General Coordination, the Secretary-General in case a delegation that proves to be essential to the debate is missing.

In case a delegation arrives at a session after the roll call, it can only be allowed into the committee room as an observer, and it shall not be able to take part in the debate in any way until the following session has begun or until the Chair deems its integration in order.

8.2 Observers

Observers are advisors, teachers, tutors, guests, and delegates who are not a part of the ongoing session, so long as they count with visible identification. Observers cannot participate in the debate in any way nor can they come into direct contact with any of the delegations. In the case of non-diplomatic behavior on their part, the president of the committee or any of the corresponding authorities has the right of suspending or vetoing the observer.

The admittance of observers into the committee room must be limited when a *Simple Caucus (5.4)* or a *Motion to postpone the debate (5.13.2)* is introduced, and in such cases, all present observers must leave the room until the time extension stipulated by said protocols comes to an end.

8.3 Official working language

The working languages used within the discussion forums are Spanish, English, and French, and they are independent of the official languages of the real-life committees or organizations. The language of a committee cannot change at any moment. The official working language must be used during any procedure carried out by the committee, even in non-diplomatic ones.

8.4 Diplomatic notes

Diplomatic notes are the only mean by which delegates can communicate with each other during a session, unless in time of a *Simple Caucus (5.4),* a *Motion to postpone the debate (5.13.2),* the particularities regarding a *Moderated Caucus (5.3)*, the direct interventions made during the the *extraordinary session of questions (5.5),* and the time yielded to comments or questions during the *Speaker's list (2.3)*.

Diplomatic notes can also be aimed at the Chair so as to address personal issues which can be omitted during a Point of personal privilege. All notes must be handed in to the corresponding *ushers* of the committee and approved by the Chair before proceeding to their respective addressee. The Chair reserves the right of retaining all notes that do not comply with the committee's standards of diplomacy.

8.5 Warnings

Warnings are formal sanctions that can only be granted by the president of the committee. These are the consequence of extreme violations of the protocol, the committee's diplomacy, or the overall development of the model. Warnings can be granted for any of the following reasons:

1. The use of forbidden words or expressions during the session:
«First world country, Third World country, gay, lesbian, okay, war, rape, terrorism»
*Said principle is not valid in war and terrorism committees for the corresponding cases.
2. Lack of diplomacy.
3. Violation of the dress code.
4. Refusal to answer a question that has been previously accepted.
5. Refusal of the corresponding delegate to the yielded time during the *Speaker's list (2.3.)*.
6. Continuous lack of the use of the third person.
*Said principle is not valid in committees in which the official status of a delegate is that of an ambassador, a minister, a judge, a specialist, or a prosecutor.
7. Intolerance aimed at the delegations, observers, authorities or the Chair.
8. Usage of electronic devices during the session without prior authorization by the Chair.
9. Refusal to offer a public apology in case of a *Right of reply.*
10. Any other situation in which the Chair considers a warning might be suitable—given the proper explanation of it.

If a delegate has been granted one or two warnings, this must be considered as a cautionary measure; yet the delegation will still be eligible for any of the awards given out by the committee. However, if both warnings are granted within the same session, the delegate must leave the ongoing debate with the right of staying inside the committee room as an observer. In case three warnings are granted, the delegation will be immediately suspended from the model for the remaining sessions and will be deemed ineligible for any kind of award during the model. All questions regarding the granting of warnings can be discussed with the Chair, the corresponding Under-Secretary-General, or the Secretary-General, or the Chief of General Coordination, in case the advisor of the delegate in question wishes to do so.

9. Resolution projects

9.1 Working Paper

The first resolution project is the ***Possible Working Paper***, which gathers all proposals that have been debated and agreed upon by the committee into one single document. Each proposal of the Working Paper must be entirely developed and count to all standards stipulated by the Chair. It can be written during a *Simple Caucus (5.4)* and presented via a *Motion to introduce a possible Working Paper (5.6)* so long as the respective procedures are followed. The Possible Working Paper can be elaborated on and presented by a certain alliance of countries or by the entire committee. It is allowed for more than

one Possible Working Paper to be introduced in order to become an Official Working Paper, so long as a *Possible Resolution Paper (9.2)* has not yet been introduced.

The ***Official Working Paper*** is the accepted version of the Possible Working Paper, which has been voted on and approved by the entire committee, and it is of irrevocable nature. Once approved, it will be assigned an identification based on the topic in question and the number of Possible Working Papers that have been presented: «*Official Working Paper (A/B 1/2/3)*».

9.2 Resolution Paper

The ***Possible Resolution Paper*** is the third resolution project, and it must meet all standards of quality stipulated by the Chair to become an *Official Resolution Paper.* The Possible Resolution Paper must incorporate all proposals of the *Official Working Paper (9.1)*, along with other proposals that may come up during its elaboration. It must also be written by all members of the committee. It can be written during a *Simple Caucus (5.4)* and presented via a *Motion to introduce a possible Resolution Paper (5.6)* so long as the respective procedures are followed. In case the Possible Resolution Paper is accepted, it automatically becomes an Official Resolution Paper.

The ***Official Resolution Paper*** is the accepted version of the Possible Resolution Paper, which has been voted on and approved by the entire committee, and it is of irrevocable nature. Once approved, it will be assigned an identification based on the topic in question and the number of Possible Resolution Papers that have been presented: «*Official Resolution Paper (A/B 1/2/3)*». If a committee reaches an Official Resolution Paper, the topic in question shall be closed and the following topic may be debated if the Chair deems so in order. An *Amnesty (12.2)* is also considered an Official Resolution Paper.

10. Historical Committees

Historical committees deal with topics or contexts referring to the past, even when these topics may already have a resolution. The topics discussed are from at least ten years prior to the date of the model. The objective of these committees is to reach a more efficient, viable or complete resolution compared to the one reached. Previously existing solutions cannot be established as proposals in the *Resolution Paper (9.2)*, however, they can be used as the base concept for new proposals. The historical committees follow the Official Protocol; Its initial protocol has no alterations and these are only presented when the committee has a special protocol.

11. Containment Protocol

The Containment Protocol seeks the exchange of ideas within a fictitious situation developed by the delegations, where the presence of an advocate of criminal and/or extremist groups will be allowed, in order to reach a possible agreement. The introduction of the protocol is exclusively for the purposes of carrying out a negotiation between the delegations and the criminal and/or extremist group involved to reach an agreement.

11.1 Declaration of Containment Protocol

The declaration of the containment protocol must be carried out in accordance with the provisions of the *Motion to introduce a containment protocol (5.8)*. The delegation that officially proposes the motion must present a drafted statement setting out the justified situation before the forum for the introduction of the protocol and initiate a possible negotiation. The actions that this protocol can introduce are political attacks that include:

1. Illegal repression
2. Deprivation of liberty
3. Monetary embezzlement
4. Perpetrate against life through threats of homicide or depriving someone of their life
5. Illegal connection between cartel and any delegation
6. Bombings or attacks with explosives
7. Cyber attacks
8. Hate speech that shows a possible social or security threat
9. Attacks against armed forces

The actions presented will be cases that are related to the topic in progress, which will have to be delivered in a document that meets some of the valid characteristics for the flow of the debate. On the other hand, if there is no effective aspect, the introduction of the protocol will be rejected by the Chair. The document in which the request is made must be delivered to the Chair for review, in the official language of the committee, and must be presented in the following format:

"The delegations of (official name of the accusatory delegations) present to the (official name of the committee) a formal declaration to open a Containment Protocol addressed to the group (name of the criminal group), justified under the recent event (the situation is explained in no more than two sentences). With the purpose of guaranteeing the principles of peace and justice, the delegation of (official name of the petitioning delegation) suggests an immediate negotiation project, where dialogue is opened, so that (name of the criminal group) stops representing a threat to the political sphere. In this way, it requests a temporary pause in the current topic until an agreement is reached with the accused group."

If the request for a Containment Protocol is approved by the Chair, an official announcement will be made to the committee and the voting process will proceed, which will be in favor, against and abstentions. Subsequently, the legal representatives of the criminal groups involved must enter the room to be present when reading the document presented by the petitioning delegation. Only then is the committee in Containment.

If the petitioning delegation requires it, it is permitted to present audiovisual material where they will present evidence to the forum in order to provide a better presentation of the situation. An *extraordinary session of questions (5.5)* of a maximum of eight questions is proposed addressed to the representative of the criminal group, followed by a *Motion to open a Moderated Caucus of unlimited time (5.3)* and a *Simple Caucus (5.4)* of forty minutes. Only the Simple Caucus can be extended under the terms established in the *Motion to Extend the Simple Caucus (5.4)* if necessary, in the event of reaching an *Agreement in negotiation exercise (11.2)* before time runs out, the Simple Caucus can be declared as concluded. During the time of the Simple Caucus, the delegations must begin a diplomatic negotiation in accordance with the protocol, so that together with the criminal group, they draft a possible Agreement.

11.2 Agreement in negotiation exercise and Containment Protocol conclusion

To reach an Agreement in negotiation exercise, a minimum of six requests must be developed addressed to the representative of the criminal group, which mark the end of Containment. The requests made by the delegations must be written based on the powers of the Containment committee and will have to be approved by the Chair, the corresponding Subsecretary General and the Secretary

General. In the same way, the document must be presented through a *Motion to introduce Agreement in negotiation exercise (5.10)* once the Simple Caucus time is interrupted or ends. Once the motion is considered in order, seconded, the negotiation must be read in front of the entire committee. The two delegations that propose and second the motion will be the ones who read the document. Finally, the document should be voted on by all delegations present then the Chair, the delegations present, and the criminal group must sign the Agreement.

12. Warfare protocol

This Declaration only fulfils the development of the debate, without necessarily representing a real belic conflict.

12.1 Declaration of state of warfare

The declaration of a state of warfare must be carried out as established by the *Motion to introduce a state of warfare (5.10)*. The delegation or minister that declares war against another delegate or alliance must present a written declaration in which the causes of the war are justified. The possible reasons for filing a declaration of warfare are the following:

1. Commits serious misconduct involving a direct attack on Human Rights.
2. Takes part in an offense of extraterritorial scope by interfering in the economic and social growth of a nation.
3. Has a history of hostile action against the accusatory delegation.
4. Breaks previously established agreements between delegations by showing a sudden change of posture that interferes with the resolution of the ongoing topic.
5. Actively participates and supports the cause, prevalence, and expansion of extremist groups.
6. Verbally expresses a direct attack with hostile terminology to another delegation.
7. Refers to historical political-ideological disputes between delegations.
8. Makes disrespectful comments or performs hateful actions towards cultural or religious elements to the accusing delegations.
9. Fails to comply with a verdict or judgment of the International Court of Justice.
10. Sends cyber-attacks.
11. Generates hate speech against any accusatory delegation or characteristics of the same.
12. Transgresses the Strategic Arms Reduction treaty and threatens the use of such resources.
13. Executes actions that threaten vulnerable climatic zones.
14. Violates any of the five core treaties of International Space Law.
15. Commits violations of principles or articles of the Geneva Conventions.

All presented reasons must be related to the topic open for debate, any motive that does not comply with these characteristics may be rejected by the Chair and must be replaced by one that meets with the requested requirements. The said document must be turned in to the Chair in the official working language of the committee and must be presented in the following format:

"The delegation of (name of the accusing delegation), presents before the (name of the committee) a formal declaration of State of Warfare addressed to the delegation of (name of the accused delegation), supported by the following arguments:

• *Reason 1*
• *Reason 2*
• *Reason 3*

Seeking to maintain the principles of peace and security, the delegation urges the search for an immediate amnesty, under which the delegation of (name of the accused delegation) will abide by the international treaties to which it is a party as a member of the United Nations so that it will no longer represent a threat to international security. Therefore, the temporary delay of the topic to be discussed is requested until an agreement is reached with the accused delegation".

In case the declaration of the state of Warfare is accepted by the Chair, it must be read before the whole committee by the accusing delegation. From that moment on, the committee is officially in a state of warfare, and a Motion to open a Moderated caucus with a time extension of fifteen minutes must be proposed, which shall then be followed by a Motion to open a Simple caucus with the time extension of fifty minutes. Only the Simple Caucus may be extended under the terms set forth in the *Motion to Extend a Simple caucus (5.4)* and may conclude without running out of time. During the Moderated Caucus, the committee must debate and reach an agreement regarding the state of warfare, while the time extension of the Simple Caucus is only destined for the elaboration of an *Amnesty (12.2)*.

12.2 Conclusion of the state of warfare and Amnesty

Amnesty is the conclusion of the state of warfare, which must be reached via agreements and proposals between the members of the committee. In order to fulfill the number of proposals needed for an Amnesty; each reason should have at least three proposals, and there should be ten or more proposals in total. Afterward, if the amnesty complies with these specifications, it is in order to introduce a *Motion to introduce Amnesty (5.11)* once the time of the Simple Caucus has ended.

Once the motion is deemed in order by the Chair, and it has been seconded and voted on by all delegations, the Amnesty must be read before the entire committee. For this procedure, it is allowed for up to three delegations to pass to the front of the committee, two of which must be the delegate that proposed the motion and the delegate that seconded it; the third delegation may be chosen by the Chair. The reading of the Amnesty must be carried out in a loud voice and with no verbal addition.

Once the reading has concluded, a *Right of the amendment (7.3)* can be introduced. Once all pertinent corrections have been made, the committee must proceed with Amnesty's voting procedure.

The voting must be carried out on the printed document and with the presence of the corresponding Under-Secretary-General, the Secretary-General, or the Chief of General Coordination. The votes are established individually in the order established by the Chair. This voting procedure consists of one single round, in which the only options available are in favor and against. In case one of the involved factions is not a part of the committee in question, it will be granted the right to vote only toward amnesty.

If Amnesty passes, it can be considered as a resolution to the ongoing topic, which is why no further resolution projects are necessary, and the debate may be declared finalized. If Amnesty does not obtain the necessary votes to be declared official, the motion does not proceed and the document must return to be debated, and it cannot be introduced again immediately without the corresponding modifications.

13. Crisis Protocol

The crisis protocol is based on the introduction of communications, with a sequence of issues relevant to the committee, seeking a resolution to the sequence of problems introduced in the communications. The communications will have a close relationship with the central topic presented since the opening of the topic.

"Delegations, the committee has received a crisis communication from (name of the United Nations office sending the communication). I now yield the floor to (member of the High Secretariat) to read the communication."

13.1 Crisis Statement

The crisis statement consists of a document, previously drafted, presenting a recent issue revolving around the central topic. The presented issues may include:

1. Humanitarian issues.
2. War-related issues.
3. Migration-related issues.
4. Issues related to political actions or transnational bodies.

Several statements will be presented throughout the debate; The number of crisis statements that can be introduced varies depending on the flow of the debate.

Following the introduction of each communication, there will be either a *Moderated Caucus of unlimited time* or an *Extraordinary Session of Unlimited Questions* directed at the member of the Secretariat who read the statement to clarify points in the communication.

After this process, the debate continues.

13.2 Emergency Resolution Project and Debate Closure

To reach an Emergency Resolution Project, a minimum of 8 relevant points must be drafted based on the committee's Crisis powers and must be approved by the Chair, the corresponding Under-Secretary-General, and the Secretary General. Similarly, the document must be presented through a *Motion to introduce an Emergency Resolution Project (5.12)*. Once the motion is deemed in order, seconded, and voted on by all present delegations, the project must be read before the entire committee. The two delegations proposing and seconding the motion will be the ones to read the document. Finally, the Chair must sign the Official Emergency Resolution Project.