ROLL CALL

• One member from the committee dais will call out with the names of your country for attendance.

• You can respond with one of the following:
  1) Present
  2) Present and voting
SETTNG OF AGENDA

- Motion is raised to introduce one topic on the floor.
- Speakers speak for and against the agenda—usually 2 each.
- Voting takes place. Simple majority required for the selection of an agenda.
- If voting fails, second topic is automatically set as the agenda for the committee.
SPEAKERS LIST

Continuous list of speakers who are listed in order on the discretion of the chair.

Delegates can speak about anything related to the topic.

Delegates can yield time if they finish their speech before the allotted time.

Yield to the Chair

Yield to another Delegate

Yield to questions/comments/points of information

Is interrupted from time to time to open the floor for motions.
United States of America

01:07 / 01:30
TYPES OF CAUCUSES

Moderated Caucus

- Debate is focused upon one aspect of the agenda to advance the discussion on the topic.
- Needs simple majority to pass
- No time yields
- Delegate must state purpose, total time and individual speaker time for the caucus.
- “Motion for a moderated caucus to discuss drug trafficking in Honduras for a total time of 15 mins and individual speaker time of 1 min”

Unmoderated Caucus

- Informal discussion within delegates with no moderation from the chair.
- Needs simple majority to pass
- Usual purpose is to facilitate a consensus between delegates.
- Delegate must state total time for the caucus when raising the motion.
- “Motion for an unmoderated caucus for a total time of 20 mins.”
<table>
<thead>
<tr>
<th>Types of points</th>
<th>When are they permitted?</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>Point of Order</td>
<td>Can be raised at any point but most not interrupt another speaker</td>
<td>To indicate an instance of incorrect parliamentary procedure. The chair may rule the point out of order.</td>
</tr>
<tr>
<td>Point of personal privilege</td>
<td>Can be raised at any point however delegates should only interrupt another speaker if the speaker is inaudible.</td>
<td>Used when the delegate experiences personal discomfort.</td>
</tr>
<tr>
<td>Point of Parliamentary Inquiry</td>
<td>Can be raised when floor is open for motions. Should never interrupt a speaker.</td>
<td>Is used to inquire about a parliamentary procedure.</td>
</tr>
</tbody>
</table>
TYPES OF WRITTEN DOCUMENTS

1) Position Paper:
   • To explain the stance of the country in regards to the topic.

2) Working Paper:
   • Informal document which leads to a draft resolution.

3) Draft Resolution:
   • Formal document with a set format which is introduced at the end of debate on one topic

4) Resolution:
   • When a draft resolution is passed through voting, it is adopted as the formal resolution
WORKING PAPER

• No set format

• May have signatories however there is no set limit on the number of signatories.

• Can only discuss aspects of the topic which have been discussed in the committee so far.

• No formal introduction, amendments or voting is required for a working paper.
DRAFT RESOLUTION

Set format containing two sections:

1) Preambulatory Clauses

2) Objective Clauses

• At the very least resolution should address all the questions posed in the study guide

• Draft resolutions need to have a set number of signatories to be valid.

• Need simple majority to introduce a draft resolution for discussion.

• After the resolution is discussed and finalized, motion for roll call voting is introduced.

• During roll call voting, countries can either vote “Yes,” “No,” “Abstain,” or “Pass.”
FURTHER SOURCES TO REVIEW PROCEDURES


• [http://bestdelegate.com/](http://bestdelegate.com/)