

RULES OF PROCEDURE
GENERAL ASSEMBLY COMMITTEE

Secretariat

Scope

Rule 1

The Rules of Procedure of Haydarpaşa Anadolu Lisesi Model United Nations Conference (hereinafter referred to as “HpalMUN”) as they are provided in this document are applicable to United Nations General Assembly Third Committee, along with the Charter of the United Nations. All rules are self-sufficient, except for modifications made by the Secretariat. These Rules of Procedure for the General Assembly, are self-sufficient, except for modifications provided by the Chair, and will be considered adopted in advance of the session. Unless explicitly specified by the Chair, no other Rules are applicable.

Arbitration

Rule 2

Interpretation of the rules shall be reserved exclusively to the Secretary-General or designated members of the Secretariat.

Language

Rule 3

English shall be both the official and the working language of the General Assembly and its committees. If a delegate wishes to present a document in any other language, the translation of this document in English must be provided to the Committee Board. The Committee Board may allow any such document to be distributed within the committee.

Representation

Rule 4 A member of the Committee is a representative who is officially registered with the Conference.

Credentials

Rule 5

The credentials of all delegations have been accepted upon registration. Actions relating to the modification of rights, privileges, or credentials of any member may not be initiated without the written consent of the Secretary-General. Any representative whose admission raises an objection by another member will provisionally be seated with the same rights as other representatives, pending a decision from the Secretary-General.

Courtesy

Rule 6

Delegates will show courtesy and respect to the Committee Staff and to other delegates. The Chair will immediately call to order any delegate who fails to comply with this rule.

Dress code

Rule 7

It is required that all delegates attending the conference be dressed in accordance with Western business attire. If a Delegate's attire is considered inappropriate by the Conference Team, the Delegate may be asked to leave the Session and return wearing appropriate attire.

Permission from the Secretariat must be granted to the delegate in case s/he wishes to wear traditional attire as a reflection of the culture of the nation she or he is representing.

II. Committee Rules

General Powers of the Committee Directors

Rule 8

General Assembly Committees will be directed by a committee board, composed of two committee directors. Committee Directors are mandated to direct the committee with the powers granted to them by this document.

In addition to exercising the powers conferred upon him elsewhere by these rules, the Committee Director shall, declare the opening and closing of each plenary meeting of the session, the adjournment of the meeting, direct the discussions in plenary meeting, ensure observance of these rules, accord the right to speak, put questions and announce decisions. He or she shall rule on points of order and,

subject to these rules, shall have complete control of the proceedings at any meeting and over the maintenance of order thereat. The President may, in the course of the discussion of an item, decide the limitation of the time to be allowed to speakers, the limitation of the number of times each representative may speak or the closure of the debate. Also The Committee Directors may temporarily transfer his or her duties to another member of the The Committee Board or the Secretariat.

Rule 9

The Committee Director may declare a meeting open and permit the debate to proceed when at least one third of the members of the General Assembly are present. The presence of a majority of the members shall be required for any decision to be taken.

A quorum will be assumed to be present unless specifically challenged and shown to be absent by a roll call.

Statements by the Secretariat

Rule 10

The Secretary-General or a member of the Secretariat designated by him/her may, at any time, make either written or oral statements to the Committee.

Electronic Devices

Rule 11

Use of any electronic devices that allow communication is not allowed during sessions, with an exception of the lobbying time unless a specific permission is given by the Committee Directors.

III. Rules Governing the Agenda

Attendance

Rule 12

At the beginning of each session, Committee Directors will call on Member States in alphabetical order, which is called “roll call”, and the Member States are expected to state their status of presence replying as either “present” or “aye”.

IV. Rules Governing Debate

Debate

Rule 13

After the opening speeches are delivered to the Committee, debate on the topic automatically begins. The debate shall proceed in three modes:

Lobbying Session

Open Debate

Closed Debate

Lobbying Session

Rule 14

Each Topic shall begin with a Lobbying Session, during which the Delegates are expected to work on Resolutions. During Lobbying Session, the Delegates are free to move around the room and compose the Resolutions to be submitted.

Open Debate

Rule 15

Open Debate is a form of debate that takes place under the ruling of the Committee Directors and it aims to simplify a comprehensive discussion of specific decisions in the time set by the Committee Director. Once the lobbying time expires and the resolutions are approved by the Committee Board, the director sets a debating time for each resolution. The Committee Director, time permitting, may read the document or ask the main submitter of the resolution to read it out and deliver an opening speech for the resolution and delegates may speak either in favor or against it.

A motion for an extension of the current debate can only be raised right after the debate time on a specific resolution elapses. In case of such a motion, the Director may use his/her authority to extend the debate time or overrule the motion.

Suspension and Adjournment of the Meeting

Rule 16

The suspension of the meeting means the postponement of all Committee functions until the next session.

Adjournment of the Meeting means that the Committee immediately ends debate on the general topic without moving through voting procedure. Whenever the floor is open, a delegate may move to adjourn the meeting. The Chair may rule such a

motion out of order and when in order, the Chair recognizes up to two speakers against the motion. If there are no speakers against, the motion automatically passes. No speaker in favor of the motion will be recognized. Adjournment of the Meeting requires a two-thirds majority to pass.

Tabling (Postponement) and Resumption of the Debate

Rule 17

A delegate may raise a motion to table the debate on a resolution or an amendment under discussion, which is the postponement of the current debate. This motion is debatable. In this regard, permission to speak on the motion shall be accorded only to two delegates favoring and two opposing the motion, in case only one delegate wishes to oppose the motion, one speaker for and one speaker against the motion shall be recognized where after the motion shall be put to an immediate vote.

A two-thirds majority is required for the motion on tabling to pass. If this motion passes, no debate will be allowed on the tabled resolution or amendment unless it is resumed by a motion. The Director may overrule such a motion.

A motion to resume the debate on the resolution or amendment, when passed, allows the committee to reconsider and resume the debate on the previously-tabled resolution or amendment. A motion to resume debate requires a simple majority to pass. The Director may overrule such a motion.

Reconsideration

Rule 18

When a resolution or an amendment has been adopted or rejected, a member who voted with the majority on the proposal may raise a motion to reconsideration. The Committee Director will recognize up to two speaker in order to debate on the motion. If the motion passes, the committee will immediately vote upon the resolution or amendment being reconsidered. A two-thirds majority of the members present is required for reconsideration.

Moving to Previous Question

Rule 19

A motion to move to the previous question is to close a debate on an amendment or a resolution and move to the voting procedure. It may be overruled or also may be proposed by the Committee Director. In case the motion raised by a delegate, it has to

be approved by the majority of the committee. However , if Director proposes this motion it can not be objected.

During the discussion of an amendment , in the time for in favor speeches, raising a motion to move to previous question will result moving to the against speeches for the amendment. If the delegate wishes to directly move to the voting procedure, the delegate has to underline that by raising a motion to directly move into the voting procedure. However , this motion is not in order in other cases.

V. Rules Governing Speeches

Speeches

Rule 20

A delegate firstly has to be recognized by the Committee Director in order to give a speech. If the delegate's remarks are not relevant to the subject on the discussion , or offensive to Committee members or the Secretariat, Director may call the delegate (speaker) in order. Delegates should stick to the time limit of speeches. Director can interrupt the speaker if he/she exceeds the time limit.

Yields

Rule 21

A delegate granted the right to speak during the debate may yield any remaining time in one of following three ways:

a) Yield to another delegate

The delegate's remaining time will be offered to the delegate specified by the previous delegate. If the latter delegate accepts the yield, the Committee Director shall recognize that delegate for the remaining time. The second delegate speaking may only yield back to the Director.

b) Yield to points of information

Questioners will be selected by the Committee Director and limited to one question each. Follow-up questions will be allowed only at the discretion of the Committee Director. Only the speaker's answer shall be deducted from the speaker's remaining time. The Committee Director will have the right to call to order any delegate whose question is, in the opinion of him or her, rhetorical, leading and/or not designed to elicit information.⁸

c) Yield to the Director

Such a yield should be made if the delegate does not wish his/her speech to be subject to questions. Then, the debate flow continues.

Yielding a yielded time is not allowed. Only one yield is allowed per speech.

Right of Reply

Rule 22

A delegate whose national integrity has been impugned by another delegate may request a Right of Reply. It should be submitted in a written note. The Committee Director shall determine an appropriate time limit for the reply. A Right of Reply to a Right of Reply is out of order.

For purposes of this rule, a remark, that impugns a delegate's 'national integrity', should be directed at the governing authority of that Member State and/or one that puts into question that Member State's sovereignty or a portion thereof.

VI. Rules Governing Points

Points of Order

Rule 23

A question directed to the Committee Director by a delegate who feels that a mistake has been made in the order of debate or who requires clarification of the rules of procedure.

Points of Personal Privilege

Rule 24

A question referring to the comfort and well-being of the delegate and request that discomfort to be corrected.

Points of Parliamentary Inquiry

Rule 25

A delegate may raise a Point of Parliamentary Inquiry, if the delegate has a question regarding the parliamentary procedure. The Committee Director will answer it according to the present rules of procedure. Questions regarding issues other than

parliamentary procedure should not be asked by raising a Point of Parliamentary Inquiry, rather a note should be sent to the Committee Director.

Points of Information directed to the Chair

Rule 26

A delegate may raise a Point of Information directed to the Chair, if the delegate has a question regarding the agenda item or the debate proceedings. In case of the point of information is not relevant to the topic, a note to the Committee Director should be sent for information.

Points of Information directed to the Speaker

Rule 27

A point of information is the question directed to the speaker, who has taken the floor, finished her /him speech and open herself/himself to points of information. After being recognized by the Director, a delegate may only ask one question. Direct dialogues between delegates are not in order.

Interrupting a Speech with a Point

Rule 28

No point can interrupt a speech with the exception of two cases:

- a) A “point of personal privilege due to inaudibility” may be raised if the delegate cannot hear the speech.
- b) A point of order may be raised when another person is speaking where there is a serious violation of the rules of procedure in the speech.

VII. Rules Governing Substantive Issues

Notes

Rule 29

Delegates who are not recognized to speak may use written notes in order to communicate with other delegates. Notes are to be distributed by the Administrative Staff present in each committee. All notes must be in English and their content has to be relevant to the Committee work. Committee Directors have

the authority to suspend the note-passing if it is necessary. In this case, only the notes directed to the Board will be delivered.

Resolutions

Rule 30

A resolution may be introduced when it is signed by one-fifth of the number of delegations that are present at the Committee at the time of the submission and receives the approval of the Director.

Signing a resolution does not require support of the signer. Signing a resolution only indicates a desire for the resolution to be discussed in the Committee. For the introduction of the resolution, a Main Submitter of the resolution should be chosen by the delegations. Co – Submitters (Signatories) should be listed in alphabetical order on every resolution.

Delegates may sign multiple resolutions on per topic. However, a delegate may be the Main Submitter of only one resolution for each topic.

Amendments

Rule 31

Delegates may amend any resolution that has been introduced by adding to, deleting from or revising parts of it. Amendments shall be submitted in a written way to the Directors. If it is approved by the Board, it may be introduced.

Amendments to amendments (second degree amendments) are in order. If the amendment of the second degree passes, the debate will be resumed with the debate of the amended amendment. Preambulatory phrases may not be amended.

Amendments are discussed in the closed debate. During that time delegates may speak either in favor or against to the amendment. The Director will set the time for each speech.

Withdrawals

Rule 32

A motion may be withdrawn by its proposer at any time before voting on it has commenced. The motion that has been withdrawn may be reintroduced by any delegations.

A signatory of a resolution or an amendment may withdraw its signature at any time before the debate on the regarded item is closed. If the number of the signatories is below the required percentage after the withdrawal of the signatories, the item in

question will be considered as automatically withdrawn. The withdrawn item may be reintroduced by any delegate at any time.

Competence

Rule 33

After the resolution or amendment has been introduced, delegates may raise a motion to question the competence of the Committee in order to discuss the item. The motion requires a majority to pass and is debatable to the extent of one speaker for and one against.

VIII. Rules Governing Voting

Voting Rights

Rule 34

Each member of the Committee, including observers, shall have one vote on procedural matters. However substantive voting on a resolution or a part will be taken among the Member States only.

Procedural Voting

Rule 35

Procedural votings includes formal voting on any matter other than passing resolutions and amendments. Each member of the Committee, including observers, must vote on all procedural motions.

Substantive Voting

Rule 36

When formal debate on a topic or an amendment has been closed, the committee will move to considere passing resolutions or amendments by substantive voting. That means subsantive voting refers to voting on any resolution ,an amendment or a portion of a resolution that has been divided out by motion. Each Member States shall carry one vote unless otherwise stated. Each member can move to either vote in faver, against or abstain from voting. Abstaining members are not considered to be voting and are not counted in the consideration of the outcome of the vote. When the House is divided by a motion , members has no possibility to abstain from voting.

The committee shall only pas sone resolution per topic. During the formal substantive voting , the chambers of the Committee shall be closed and note-passing shall be suspended. All points and motions other than: Division of the Question, Motion for the Division of the House, Point of Personal Privilege, Point of Parliamentary Inquiry and Point of Order shall be considered out of order.

All formal votes shall happen by a show of placards, unless a motion for division of the house is accepted.

Division of the Question

Rule 37

Division of the question means that before the final vote on the resolution, it is divided into some parts to be voted separately. The delegate may raise a motion to divide the Question before the substantive voting. A resolution may be divided in order to vote each operative clause separately , or the division may group the clauses into two or more.

Preambulatory clauses and sub-clauses of the operative clauses can not be divided. If there are calls for multiple divisions, starting with the most radical division, those divisions shall be voted upon in order to set be set by the Director. Only two speakers , two speakers in favor two against, shall speak on the motion for division. If only one delegate wishes to speak against the motion , only one delegate shall be recognized to speak in favor the motion.

If the motion passes , the item will be divided accordingly , and a separate substantive vote will be taken on each divided part in order to determine whether or not it is included in the final resolution.

Parts that has been passed will be recombined into final document and will be put to a substantive vote in the case of a resolution. The final vote requires a simple majority to pass. If all of the parts rejected , the proposal will be rejected as a whole.

For purposes of this rule, 'most radical division' means the division that will remove the greatest substance from the resolution, but not necessarily the one that will remove the most words or clauses.

Division of the House

Rule 38

If the voting on a resolution results equality or it is so closed to be in doubt, the Director shall call upon all the member states present in that session to state how they voted. Delegates may vote in favor, against or abstain stating their vote one by one.

IX. Precedence of Points and Motions

Points are always considered prior to motions in the following order of preference:

1. Point of Personal Privilege
2. Point of Order
3. Point of Parliamentary Inquiry
4. Point of Information

Motions will be considered in the following order of preference:

When there is no agenda item set:

1. Suspension of the Meeting
2. Adjournment of the Meeting
3. Adjournment of the Debate on the Item Under Discussion
4. Closure of the Debate on the Item Under Discussion
5. Reconsideration of the Debate on a Tabled Agenda Item

When discussing an agenda item:

1. Extension
2. Suspension of the Meeting
3. Closure of the Debate on the Current Agenda Item/ Amendment
4. Adjournment of the Debate on the Current Agenda Item/ Amendment
5. Competence

Resolution phrases:

Preambulatory Phrases:

Acknowledging ...

Affirming ..

Alarmed...

Anxious...

Approving...

Aware...

Bearing in mind ...

Being convinced ...

Believing...

Cognizant...

Concerned...

Confident...

Conscious...

Considering...
Contemplating...
Convinced...
Declaring...
Deeply disturbed...
Desiring...
Determined...
Emphasizing...
Encouraged...
Endorsing...
Expressing...
...appreciation...
...deep appreciation...
Expecting...
Fulfilling...
Fully aware...
...believing...
...bearing in mind...
Grieved...
Guided by...
Having...
...adopted...
...approved...
...considered...
...examined...
Further...
...received...
...reviewed...
Keeping in mind...
Mindful...
Noting...
...further...
...with approval...

...with concern...
...with deep concern...
...with grave concern...
...with regret...
...with satisfaction...
Observing...
Reaffirming...
Realizing...
Recalling...
Recognizing...
Referring...
Regretting...
Reiterating...
Seeking...
Stressing...
Welcoming... 15

Operative Phrases:

Accepts...
Adopts...
Affirms...
Appeals...
Appreciates...
Approves...
Authorizes...
Calls upon...
Commends...
Concurs...
Condemns...
Confirms...
Congratulates...
Considers...

Decides...

...accordingly...

Declares...

Deplores...

Designates...

Directs...

Emphasizes...

Encourages...

Endorses...

Expressing...

Further...

...concurs...

...invites

...proclaims...

...reminds...

...recommends...

...requests...

...resolves...

Instructs...

Invites...

Notes...

...with appreciation

...with approval...

...with interest...

...with satisfaction...

Reaffirms...

...its belief...

Recognizes...

Recommends...

Regrets...

Reiterates...

Renews its appeal...

Repeats...

Suggests...

Strongly...

Supports...

Takes note of...

Transmits...

Urges...

Welcomes...

Note: This Rules of Procedure are prepared as a revised version of THIMUN Rules of Procedure.