

## **GENERAL RULES**

### **I. Scope**

The articles included in this Rules of Procedure (ROP) are applicable to the International Criminal Police Organisation in Haydarpaşa Anadolu Lisesi Model United Nations (HPALMUN) 2018. The Secretariat reserves its right to make changes in the Rules of Procedure. The Committee Chairs are the final authorities under consultation with the Secretary-General on which rule to apply if a situation not covered by the RoP emerges.

### **II. Language**

English is the official and working language of the Interpol Committee. The delegates may not present a document in a foreign language to the Committee without a translation, which must be approved by the Secretariat beforehand. The Committee Chair may take disciplinary action if a delegate uses expressions in a foreign language during his/her speeches except for generally recognized phrases.

### **III. Representation**

Each member of the committee represents a police officer or an agent taking part in the case specified as the agenda item and has only one vote.

### **IV. Participation of Non-Governmental Organizations**

Representatives of nongovernmental organizations may participate the Committee sessions; however, they cannot vote on substantive matters or submit notices. Since these representatives are part of the public they cannot stay in the Committee room if the motion on exclusion of the public is adopted.

### **V. Statements by the Secretariat**

The Secretary-General and the other members of the Secretariat (the crisis team incl.) may deliver speeches and make statements to each Committee at any time.

### **VI. Duties and Powers of the Chair**

The Chair consists of two Chairpersons. They shall oversee the flow of the debate. They may adopt a motion to which there is no significant objection. They grant the right to speak, announce

decisions, rule on points on order and make sure that delegates follow these rules. They may suspend the rules when necessary and interrupt the debate to make presentations or statements.

They may bring in a guest speaker at any time. A Chairperson may transfer her or his duties to a colleague at any time. Without the approval of the Chairpersons, no documents may be presented to the Committee. The Chairpersons may advise delegates on the course of the debate. The Chair is bound by these rules and responsible to the Secretariat.

## **VII. Quorum and Roll Call**

Quorum indicates the minimum number of members who need to be present in the Committee to make the proceedings of the session valid. The quorum is established at the beginning of each session by the Chair in the form of a roll call, during which the Chair reads, in alphabetic order, the names of all members out loud and the members vocally indicate their presence by saying “present”. The Chair may open the debate when the Quorum is met, i.e. one-third of the members are present. In order to vote on substantive matters, at least half of the members must be present.

## **VIII. Courtesy**

Each delegate is expected to be courteous to the Secretariat, the Chair and other delegates. The delegates may not make disrespectful remarks to other delegates. The Chairpersons are to take disciplinary action against the delegates who do not abide by this rule. A delegate may file an official complaint to the Chair if he/she is not treated respectfully. If a delegate is in a continuous breach of the parliamentary procedure, he/she may be given an official warning by the Secretariat. The decisions of the Secretary-General or the Deputy Secretary-General in his absence, including the official warnings, are not subject to appeal. If a delegate receives two or more official warnings, he/she will be expelled from the conference until the conference comes to an end and will not be given a certificate of participation.

## **IX. Electronic Devices**

The usage of any electronic device, including electronic dictionaries is prohibited during the sessions, unless otherwise specified by the Chair.

## **X. Dress Code**

There is a strict Dress Code in HPALMUN, which is the Western business attire for both male and female delegates. Details of the dress code are given in the Code of Conduct.

## **XI. Absence**

If any member is absent during roll call, the member will be considered absent until he/she sends a note to Chair declaring his/her presence.

## **XII. Comm-Service**

Since the use of electronic devices is prohibited during sessions, the delegates may communicate with other delegates through the comm-service. The comm-service will only carry messages in the working language and inappropriate messages will not be delivered. The Committee staff reserves the right to check the transported messages' content.

# **RULES GOVERNING DEBATE**

## **XIII. Introducing Points and Motions**

When the floor is open, delegates are required to stand up with their placards if they would like to introduce a motion or point, and wait for the Chairpersons' recognition to declare it. Points are distinguished from the motions by additionally raising a hand. The Chairpersons take all points and motions on the floor, and entertain them according to the list of precedence at the end of this document.

## **XIV. Agenda**

The topic of the Committee is "arresting Pablo Escobar and his associates".

## **XV. Debate**

The Committee takes place in January 1982. After a brief introduction on the current situation in Colombia, the debate will be opened with voluntary opening statements, followed by the establishment of a Speakers' List. The delegates may speak on an introduced notice. The Secretariat may intervene in the flow of the debate with guest speakers and updates. If done so, any motion will be tabled and the Speakers' list will be reestablished.

## **XVI. Unmoderated Caucus**

A delegate may introduce a motion for an unmoderated caucus, which may not exceed 20 minutes. During an unmoderated caucus the parliamentary procedure is temporarily suspended. The

delegates are required to announce the purpose of the caucus when they are making the motion. The delegates may not exit the room during the caucus without the prior approval of the Chairpersons. For the motion for the caucus to pass, a simple majority is required. The Chair may overrule or pass the motion without a vote, and this decision is not subject to appeal. A caucus may be extended at most three times. The extension may not be longer than the original duration of the caucus itself. If there are multiple motions for a caucus, the Chair will rank the motions in descending order of length, and unmoderated caucuses take precedence over moderated caucuses.

### **XVII. Moderated Caucus**

A delegate may introduce a motion for a moderated caucus, which may not exceed 10 minutes. The delegates are required to announce the purpose of the caucus and the allotted time per speaker when they are making the motion. The speakers' time may not be changed after the motion passes. During a moderated caucus, the Chair asks for speeches one at a time. Questions, comments, and yielding time are out of order when a moderated caucus is at hand. A delegate will also be ruled out of order if his/her speech does not address the topic of the caucus. For the motion for a caucus to pass, a simple majority is required. The Chair may overrule or pass the motion without a vote, and this decision is not subject to appeal. Any caucus may be extended at most two times. The extension may not be longer than the original duration of the caucus itself. The moderated caucus will automatically end if there are no delegates wishing to speak on the topic of the caucus or the allotted time limit expires.

### **XVIII. Suspension and Adjournment of the Meeting**

The suspension of the meeting is the postponement of the Committee functions until the next scheduled session. The adjournment of the meeting is to postponement of the Committee functions until the end of the Conference. A delegate may propose a motion for the suspension or adjournment of the meeting when the floor is open. The Chairpersons may rule the motion out of order and this decision is not subject to appeal. These motions require a two-thirds majority to pass. The Secretary-General, members of the Secretariat or the Chair may also suspend the meeting under their own discretion.

### **XIX. Tabling and Resumption of Debate**

There is no motion to "table the debate on the topic" in Interpol since the Committee has one main aim of arresting Pablo Escobar and his associates.

**XXI. Appeal**

A delegate may appeal any procedural decision of the Chair unless it is one that cannot be appealed as stated by these Rules of Procedure. The delegate can only appeal a ruling immediately after it has been declared. The delegate will be given 30 seconds in order to explain the grounds of his/her motion for appeal. The Chair may speak briefly to defend its ruling, and the appeal shall then be put to a vote. The decision of the Chair is overruled if at least two-thirds of the delegates cast a “No” vote, as a “Yes” vote indicates support of the Chair’s ruling and a “No” vote indicates opposition to that ruling. The Chair’s decision not to approve notices or amendments may not be appealed.

**XXII. Exclusion of the Public**

The delegates may introduce a motion on exclusion or the end of exclusion of the public. These motions require a two-thirds majority. The duration of the exclusion must be stated by the delegate proposing the motion for exclusion. The Chairpersons may determine these motions to be out of order, and this decision is not appealable. If the motion for exclusion is adopted, the members of non-governmental organizations and the press may not remain in the room until the end of the exclusion of the public. The Chair may decide for the exclusion or the end of the exclusion of the public without a delegate’s demand.

**RULES GOVERNING SPEECHES****XXIII. Speakers’ List (SL)**

The Committee shall have an open Speakers’ List for the topic. The Chair will announce the speaker’s time right after the roll call. A member may request to be added to the Speakers’ List by raising their placard when the Chair asks them to do so, or by sending a note to the Chair. The Speakers’ List will be shown to the Committee for the convenience of the members. If there are motions on the floor, the Speakers’ List will be temporarily suspended. At the end of a speech on the SL, the delegate may yield his/her remaining time to another delegate or back to the Chairperson. The delegate may also choose to allow questions or comments from other delegates, however the speech time is thereby not extended. The Speakers’ List will be reestablished after major updates on the topic.

#### **XXIV. Speeches**

A delegate may speak only on the topic of the Committee. The International Criminal Police Organization is an objective nongovernmental organization, therefore the members of the Committee are not allowed to seek for the benefit of a particular group or nation while on duty. The delegates may address themselves with the first person singular pronoun. The delegates are allowed to refer to each other with allocated names within the framework of mutual respect.

#### **XXV. Time Limit on Speeches**

The Chairpersons will announce the Speakers' Time at the start of the debate on the topic. There is no minimum time limit. If a delegate exceeds the time limit, the Chairpersons will call the delegate to order. The delegates may introduce a motion to extend or reduce the Speakers' Time. This motion requires a simple majority; however, the Chairpersons may adopt this motion without voting when necessary. There is no appeal to this decision.

#### **XXVI. Questions and Comments**

The delegate has the right to allow comments and questions only after his/her speech on the SL. He/she may choose to limit the number of questions and comments.

#### **XXVII. Right of Reply**

If the personal integrity of a member is challenged, then the delegate may submit a request for the right of reply. These requests must be submitted to the Chair in written format. The Chairpersons may or may not grant the right of reply, and this decision is not appealable. The delegate may not address the Committee on the issue if a right of reply is not granted.

#### **XXVIII. Guest Speakers**

Delegates may introduce a motion to invite a guest speaker to the Committee. The delegate who introduces the motion should specify the name and title of the guest speaker and the reason of the invitation. This motion requires a simple majority to pass. The Chair may rule this motion out of order and its decision is not subject to appeal.

## **RULES GOVERNING POINTS**

### **XXIX. Point of Personal Privilege**

If a delegate has a personal inconvenience, he/she may raise a Point of Personal Privilege. The point of personal privilege is only in order during a speech if the discomfort prevents the delegate from hearing the contents of the speech. The Chairpersons may rule out the point, and this decision is not appealable.

### **XXX. Point of Order**

If a delegate wishes to indicate that the parliamentary procedure has been improperly applied, he/she may rise to a Point of Order. The Point of Order will be considered by the Chair in accordance with these Rules of Procedure. The Chairpersons may rule out the point, and this decision is not appealable. The Chairpersons may address the delegates to explain why the parliamentary procedure in exceptional cases is not followed.

### **XXXI. Point of Parliamentary Inquiry**

A delegate may rise to this point if he/she has a question regarding the Rules of Procedure. The delegates may not use the Point of Parliamentary Inquiry for substantive matters. The Chairpersons may rule out the point, and this decision is not appealable.

### **XXXII. Point of Information Directed to the Chair**

A delegate may make a point of information directed to the Chair, when they have a question regarding substantive matters. The Chairpersons may rule out the point, and this decision is not appealable.

## **RULES GOVERNING THE NOTICES**

### **XXXIII. Notice**

Delegates can use notices to alert law enforcement in other countries of potential threats, or to ask for assistance in solving crimes. Notices require simple majority to pass. The Committee receives updates from the Secretariat on the consequences of the sent notices.

### **Types of Notices:**

**Red Notice** - To seek the location and arrest of a person wanted by a legal jurisdiction or an international tribunal with a view to his/her extradition. The legal basis for a Red Notice is an arrest warrant or court order issued by judicial authorities in a country. Many of Interpol's member countries consider a Red Notice to be a valid request for provisional arrest. Furthermore, Interpol is an official channel for transmitting requests for provisional arrest in a number of bilateral and multilateral extradition treaties.

**Blue Notice** - To locate, identify or obtain information on a person of interest in a criminal investigation.

**Green Notice** - To warn about a person's criminal activities if that person is considered to be a possible threat for public safety.

**Yellow Notice** - To locate a missing person or to identify a person unable to identify himself/herself.

**Black Notice** - To seek information on unidentified bodies

**Orange Notice** - To warn of an event, a person, an object or a process representing an imminent threat and danger to persons or property.

**Purple Notice** - To provide information on *modi operandi*, procedures, objects, devices or hiding places used by criminals.

**Diffusions** - Similar to the Notice, a diffusion is issued for the same purposes as notices but sent directly by a member country or an international entity to the countries of their choice. Diffusions are also recorded in the Organization's police databases.

Notices and diffusions contain two main types of information: identity details (physical description, photograph, fingerprints, identity document numbers, etc.) and judicial information (offence with which the person is charged; references to the laws under which the charge is made or conviction was obtained; references to the arrest warrant or court sentence, etc.)

### **XXXIV. Amendments**

Delegates may amend a notice by adding to, deleting from or revising parts of the notice. Amendments must be approved by the Chair and have the signatures of one-fifth of the Committee (including the sender's). Amendments may not be amended. There are no official sponsors of an amendment except the sender. Since the vote on amendments is substantive, NGOs may not vote on amendments. A delegate may introduce a motion to introduce an amendment after it has been approved, when the floor is open. The Chair reads the amendment aloud before the voting takes place, and the motion requires a simple majority to pass. If multiple motions to introduce an

amendment are on the floor, they will be handled in the order of descending number of signatures. After the amendment is introduced, a new speakers' list will be established for the debate on the amendment. A delegate may introduce a motion for the closure of debate on the amendment, in which case one pro and one contra speech on the amendment are delivered before the motion is voted upon. This motion requires a two-thirds majority to pass. If the debate on the amendment is closed, the Committee moves on with an immediate vote on the amendment. After the vote, the debate resumes according to the SL.

#### **XXXIV. Personal Directives**

Delegates may submit personal directives. Personal directives do not require the approval of the Committee nor the Chairpersons. The Secretariat is authorized to approve or reject the personal directives. The delegate/the Committee may be informed on the outcome of a personal directive by the Secretariat or the delegate may send a note to learn about the outcome of the directive.

## **RULES GOVERNING VOTING**

#### **XXXVII. Procedural Voting**

Procedural voting is the type of voting on matters other than notices and amendments. Each member in the Committee must vote on procedural matters, including NGOs. Abstentions in procedural voting are not allowed, which means that all members and NGOs must vote either for or against the matter. The majority required to pass motions is indicated in the relevant articles of these Rules of Procedure. If there are no members delivering the contra speech for motions requiring pro and contra speeches, the motion at hand will automatically pass.

#### **XXXVIII. Substantive Voting**

Substantive voting includes voting on notices and amendments. Each member in the Committee must vote on these documents; however, abstentions are allowed in substantive voting. Abstaining members are considered not to be voting. Each member shall vote with "yes", "no" or "abstention. For a substantive vote to pass, a simple majority is required.

#### **XXXIX. Voting by Acclamation**

The Chair may choose to ask the delegates if there are any objections to the substantive matter. If there are none, the amendment or the draft resolution will be adopted. If there are one or more objections, the Chair will move on with the voting procedure.

## XL. Roll Call Voting

A delegate may submit a motion for a roll call vote after the debate on a notice is closed. This motion requires a simple majority to pass. The Chairpersons also have the right to decide for a roll call vote at their discretion. During the roll call vote, the Chair will call members in alphabetical order. During a roll call vote, a member may answer with “yes”, “no”, “abstention” or “pass.” The members who voted “pass” may not “abstain” or “pass” during the second call.

## XLII. Precedence of Motions

Point of Personal Privilege
Point of Order
Point of Parliamentary Inquiry
Point of Information Directed to the Chair
Division of the Question
Roll Call Vote
Appeal of a Chair Decision
Adjournment of the Meeting
Suspension of the Meeting
Introduction of a New Agenda Item (Security Council only)
Sending a Draft Resolution Back to the Subcommittee
Exclusion of the Public
Closure of the Debate
Tabling of the Debate on the Agenda Item
Resumption of the Debate on an Agenda Item
Unmoderated Caucus
Moderated Caucus
Setting of the Agenda
Introduction of a Draft Resolution

Introduction of a Working Paper
Introduction of an Amendment
Extension/Reduction of the Speakers' Time
Invitation of a Guest Speaker

At the start of the voting procedure, the following points and motions are in order, in the following order of precedence:

Point of Personal Privilege
Point of Order
Point of Parliamentary Inquiry
Division of the Question
Roll Call Vote