



**CNIMUN**

SUIT UP.

**DELEGATE PREPARATION GUIDE**



## RULES OF PROCEDURE

ROP are utilised by most Model UN conferences to maintain order and decorum by deciding who speaks, on what and when. This is essential as delegates put forth their points of view and interact with other States on lengthy agendas. However, many Model UN simulations have evolved to follow parliamentary rules of procedure which do not accurately mirror the realities of the proceedings that take place at the UN General Assembly. In an effort to bring Model UN procedure closer to the actual functioning of the UN, this guide hopes to highlight the differences in procedure between MUNs and the UN and clearly lay down procedures to follow that are more accurately aligned with realities of UN proceedings.

1. Each committee is led by a Chairperson who leads the discussion for the committee. Accompanying the Chairperson will be the Vice Chair and Secretary. The VC helps the Chair and the Secretary is a representative of the Honourable Secretary General. The committee will start with the Chairperson taking roll call. Afterward, the committee will vote on which of the assigned topics to discuss first. After the topic is selected, the committee is ready to begin debate on the selected topic.

2. There are three debate formats. The default debate format is called the General Speakers List. This where delegates take turns making speeches in front of the room by the order that they are listed on the Speakers List as selected by the Chair. Speeches in the conference will last from 1.5 minutes to 2.5 minutes. You will speak on your country's stand on the topic.

3. After a certain number of speeches, the delegates may vote to change up the debate format to either Moderated Caucus or Unmoderated Caucus. Moderated Caucus is when the committee decides to focus on a sub-issue and get a back-and-forth debate going. Delegates will raise their placards to be called on to speak, and the Chairperson will call on speakers one-by-one until the Moderated Caucus time has expired.

4. Unmoderated Caucus is when delegates are free to get up out of their seats and roam around the room to work with other countries with similar policies. The first one or two unmoderated caucuses will be spent finding allies, but afterward most of the unmoderated caucuses are spent writing draft resolutions with your caucus bloc (your group of allies). All delegates are encouraged to be a sponsor — an author — of a draft resolution.

5. Committee will switch between Speakers List, Moderated Caucus, and Unmoderated Caucus until draft resolutions are complete, merged, and ready to be presented.



6. Resolutions will be presented either as they are ready or all at once near the end of the conference (sometimes this is called Formal Caucus). Time for mergers and amendments of the resolution will be allowed towards the end of the conference.

7. Finally, all the countries in the committee will vote on whether or not they want a resolution to be passed. Afterward, committee will repeat the same process again for the second topic, or (as in the case of CNIMUN) if you do not have a second topic then you are done!





## POINTS

1. Point of Parliamentary Inquiry: used when a delegate has a question about something that is not clearly understood in committee. Use this to ask a question if you don't understand a term or get what's going on in committee!
2. Point of Personal Privilege: used when a delegate experiences personal discomfort that hinders their ability to participate in committee. Examples: temperature of room, distractions during committee, can't hear another delegate, etc.
3. Point of Order: used when a delegate believes that there was a mistake made regarding the rules of procedure or a mistake by one of the delegates in their speeches regarding their policies.

### Note:

For a delegate to make a point, he or she must be recognized by the chair. After being recognized, the delegate can rise and state his/her point. Do not forget to raise your placard and say the name of the point you want to make. Any time a delegate speaks in a committee, he/she speaks on behalf of a country. As such, a delegate may not use the pronoun, "I", but rather should refer to his/her delegation with the pronoun "we". This takes a bit of getting used to, so don't worry if you can't get it right on the first couple of days. Note that, points cannot interrupt a speaker except for the "point of personal privilege due to audibility".



## MOTIONS

**Motion** — This is a procedure used to move from one part of the debate to another. If a delegate feels that the GSL should be paused and the committee should go into discussion with a moderated caucus, he/she should raise a motion to suspend the GSL and open a moderated caucus. Similarly a delegate can suspend a moderated caucus and move into an unmoderated caucus or also go back to the GSL by the same procedure. Adjourning for lunch or breaks also require motions to be raised for the same. Common motions:

- **Motion to open GSL:** Is done at the beginning when a speakers list has to be opened to set the agenda.
- **Motion for moderated/unmoderated caucus:** Can be called at anytime during the formal debate (when chair asks if there are any motions on the floor), or after a previous caucus is finished. For moderated caucus, the delegate must specify the topic, total time and individual speaker time. For ex. The Delegate of The United Kingdom would like to raise a moderated caucus on the topic "Education within the field of child labour" for a total time of 10 minutes and each individual speaker time of 1 minute.
- **Right to Reply:** This motion is raised when a personal (or a personal attack on the country) is made by another member of the committee and the delegate feels offended. It can be made right after the attack has been made. All Right to Replies must submitted to the chair in writing. NOTE: The chair makes the ultimate ruling as to whether or not the delegate deserves a right to reply. If given, each delegate will have a minute to justify their point before the committee votes. The delegate that loses will have to apologise to the other.
- **Motion to close speakers list:** Closing the speakers list means that no more countries shall be added to the speakers list. This can be called during any time during formal debate
- **Motion to close debate and move into voting procedures:** It is called when a delegate wants to end the debate and move into voting procedures. The motion maybe dismissed by the chair if the EB feels that an ample amount of debate on the issue hasn't occurred.
- **Motion to introduce Working paper/Resolution/Amendment:** The chair will indicate when any such motions are to take place. When raising the motion, the delegate must also specify the document no. For ex. The Delegate of The Republic of Korea would like a raise a motion to introduce Resolution 2.3



- Motion to recess (or to break for lunch): This can be raised when the EB would take a motion to recess.





## MUN: RESEARCH

If there is one thing that defines a delegate in Model United Nations, it is the information they possess. And that information can only be found through research. Research is an important aspect of Model United Nations as delegates must know about the issue at hand and their position in the issue. There are many committees, including some special committees such as the Chinese United Front, the Senate, but this section focuses on the research done by a delegate in the typical MUN committee, where delegates represent a country. The research undertaken by the delegate includes extensive information about the issue and the delegate's country.

All of the results from a delegate's research are compiled in a binder, aptly named the MUN binder. This contains all of the necessary information that a delegate needs in order to do well in a MUN conference:

A research binder has many benefits:

Surprisingly, it doesn't take much time to organise a research binder. In actuality, it speeds up research as delegates get used to the information they glean over time and will be able to differentiate between what's necessary and what's unnecessary.

With this in mind, these are the features of a research binder:

- **Background Guide:** This gives a blueprint of the agenda in the committee as it expands on specific aspects of the agenda. In addition, it is useful as delegates can use the information in the background guide to make speeches according to the topic. Not knowing the background guide would mean that delegates won't be able to know how the agenda works. Even though a committee's agenda may appear to 'say it all,' it is helpful to read the background guide as delegates can find what the chair is actually looking for from the conference.
- **Committee Info:** The goal of a committee is to pass a resolution, which depends on what a committee can and cannot do. You want to understand your committee's mandate (why it was created), powers (what it can do), organization (how it fits into the UN and the larger international community), and membership (who's in it)
- **Country:** Consists of two parts
  - o **Country profile:** This consists of information about the delegate's country in general. It will be useful as delegates are expected to know about their country quite well, seeing that they are representatives of the country. This





includes the location, neighbours, population size, type of government and economy etc. In addition, delegates should also have a clear idea on the country' s policy on the given agenda. The country policy is what the country believes is the best solution to the agenda and how it impacts the country. NOTE: The Executive Boards recommends delegates to refrain from using Wikipedia when doing their research. The recommended source for gaining country info is the CIA World Fact Book but delegates may use other reliable sources too.

- The Country' s International Relations: Knowing one' s international relations with other countries helps the delegate stay in character. It is particularly useful during unmoderated caucus when delegates need to find allies and create groups. An International relations document can be created by using your country' s foreign( sometimes called external) affairs ministry
- Topic research: This is gathering information about the topic at hand and crucial parts include:
  - News Articles: Anything that has happened around the world that is related to the agenda at hand should be included in the MUN binder. This includes happenings of the past as well. The reason for this is that the delegate is more likely to build credibility by mentioning this. Knowing about the agenda inside and outside is an important part of MUN, which can be supplemented by the news.
  - Resolutions, Treaties, and Conventions: A lot of these can be found at the UN documentation centre, though you might have a hard time navigating. Before you can do anything on the topic, you need to know what' s already been done but do keep in mind that it' s not an integral part of research, only skim through the documents as analysing even a report can be difficult.
  - Speeches and Press Releases: Speeches and press releases from your country' s executive branch will contain valuable information that could be used in the committee. Again, the Ministry of Foreign affairs website is a good place to start Foreign Affairs / Department of State.
- Solutions: This should be the smallest part of your binder since most of the solutions to the topic comes from discussions within the committee. Sources to gain potential solutions are:
  - Ideas: Delegates can have some documents on their views on the agenda, their proposed solutions to the issue at hand, and the like. This can include documents such as position papers, working papers, notes, and more.

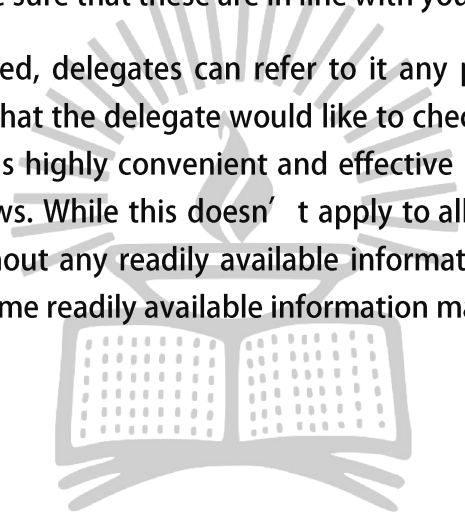




Delegates may also pick up ideas during a conference, which highlights the importance of having blank paper. This is so they will be able to write down their ideas easily as paper is readily available for them. Blank paper can prove to be a great setting for the delegate to put what he/she will say in various aspects of MUN.

- Academic Papers: These are tough and dense analysis of topics and it can be slightly hard to understand information from these documents but they are probably the most insightful and rigorously edited sources you will find online. The EB recommends delegates to go through the introduction and skim through the rest
- Blog articles: Through the perspective of the author, delegates may find interesting and innovative solutions. When proposing solutions from blog articles, make sure that these are in line with your country's policy.

Now that a binder is created, delegates can refer to it any point in time. Best of all, if there's anything specific that the delegate would like to check, he/she can just open the binder and turn to that. It is highly convenient and effective in enabling the delegate to make his/her speeches/views. While this doesn't apply to all delegates, some would be unsure of what to say without any readily available information as they may embarrass themselves. Also, having some readily available information makes staying in character for the delegate easier.





## POSITION PAPER

Every MUNer should be familiar with the word “position paper” because every MUN requires one. A position paper is essentially an essay detailing your country’s policies on the topic being discussed in your committee. Given its significance to the MUN experience, the position paper is something you want to excel at, and to do this, several criteria must be met. Writing a position paper helps you to organise your ideas so that you can share your country’s position with the rest of the committee. With extensive research, a position paper will be easy to write. Simply put, the position paper is meant to give delegates an opportunity to organize their research into an organized policy statement.

Writing a position paper might seem like a hassle, especially for new delegates but with enough research, you will realise that writing a position paper will be easy and useful.

Position papers are usually one to one and a half pages in length. The position paper should include a brief introduction followed by a complete inquiry of your country’s position on the topics that are being discussed by the committee.

Most conferences will provide the delegates a background guide to the issue. The background guide might contain certain questions to consider. Make sure that your position paper answers these questions.

A good position paper will include:

- A brief introduction to your country and its history concerning the topic and committee
- How the issue affects your country
- Your country's policies with respect to the issue and your country's justification for these policies
- Statistics to back up your country's position on the issue
- Actions taken by your government with regard to the issue
- Conventions and resolutions that your country has signed or ratified
- What your country believes should be done to address the issue
- What your country would like to accomplish in the committee's resolution
- How the positions of other countries affect your country's position

The position paper has a definite general structure to it: four sections, each of which serves a clear purpose within the general context of the paper.

### 1. OUTLINE THE TOPIC IN GENERAL



The first section serves the purpose of outlining the topic in general and providing insight into the root of the conflict. The write-up begins by first stating the areas of concern. Your opening paragraph should be a brief summary of the current perception held towards the present state of affairs. It should state the problem and express why it is significant.

## 2. IDENTIFY AND DESCRIBE YOUR COUNTRY — HOW HAS YOUR STATE BEEN AFFECTED?

The second section is where your background research on your country comes in handy. Firstly, you should identify and describe your country. Be sure to state how your nation relates to the topic for discussion, specifically citing how your state has been affected. The purpose of this paragraph is not to evaluate the institution or development in reference to your country, but rather, to merely discuss how it has altered domestic dynamics.

## 3. YOUR COUNTRY' S POLICIES AND PROPOSED SOLUTIONS

The third section is where you outline your country' s policies and what factors contributed to those policies being established in the first place. At this point, you are to address the relative benefits (if any) and loss of the development, specifically relating to your nation and the actions you have taken to maximize or minimize these effects. You are to explain why your country has acted in a certain fashion historically and why it will continue to follow this course of action.

Outline your state' s particular interest in the issue being discussed, and begin to discuss what needs to be changed about the current interpretation of the situation. Cite the areas needing reform and provide suggestions as to how this revision process should be accomplished. Following this, you may want to focus on one area of particular concern for your country. By approaching a problematic scenario in greater detail, you are demonstrating to the chair and to fellow delegates that you have the capacity to think critically and can identify the issues with which your country has the greatest concern. This being said, choose this area carefully: given the issue' s prominence in your position paper (and correspondingly the problem' s significance to your country as a whole), you will have to stress its importance during committee session. Be sure to select an area of concern that could potentially form the basis of a resolution, or at least one that can stimulate prolonged debate.

## 4. TIE TOGETHER LOOSE ENDS



Finally, a conclusion should be written to restate your country's position and sum up what you hope to achieve throughout the duration of the conference (D). The position paper leaves the committee chair with a first impression of your delegation. Naturally, it's important to make that impression as strong as possible. The bureau looks for original and critical thinking, a true understanding of the nature of your nation and both a function and applied knowledge of your topic.





## WORKING PAPERS

This is the earliest stage of the resolution and report writing process and they are precursors to resolutions since they outline the issues and proposes a particular format. Workings papers maybe constructed individually or in groups. During unmods, it is recommended that Delegates do not directly advocate for specific working papers, but may speak about the contents within the document to invite collaboration for others to come work with them.

There is no particular format to a working paper, but the EB recommends that working papers be made in resolution format as this can prove to be useful when converting the working paper into a draft resolution.

Towards the end of the conference, several individual working papers are to be merged and revised within the respective blocs. Once they are written in resolution format, presented and approved by the EB, then they become the draft resolution.

NOTE: Working papers will does not have to be submitted to the EB. But delegates may do so.

NOTE: To write a working paper in resolution format, check the page titled "Resolutions"

### SAMPLE WORKING PAPER

Committee: Commission on Trade and Development

Topic: Generalized System of Preferences

The authors of this working paper believe that a GSP should be set up so that Less Developed Countries (LDCs) receive preferential treatment from Developed Countries

(DCs). To that end we propose:

1. Each DC reduce its tariffs to the lowest level possible. This level will be determined by the below created subcommittee.
2. Bilateral trade agreements should be pursued for further reductions in tariffs.
3. Trade preferences should be granted in the following areas:



- Agriculture
- Manufactures
- Semi-manufactures
- Raw materials

4. Decisions on giving nations preference in product coverage should be made in consultation with the affected LDC. Annual re-evaluation of coverage shall take place with the LDC with dispute going to the below-created subcommittee.

5. A subcommittee of UNCTAD should be created with equal membership of developed and developing countries. This subcommittee would have the following powers:

- a. To mediate disputes between preference givers and receivers
  - b. Make recommendations which all countries should follow
  - c. Serve as a forum for airing grievances relating to the GSP
  - d. Report regularly to the Secretary-General

Membership should be as follows:

- a. Five permanent nations from the DCs
- b. Five permanent nations from the LDCs and LLDCs
  - c. Ten members elected annually by UNCTAD



## RESOLUTION

A resolution is a document that contains a list of the deliberations, discussions and solutions proposed by the delegates. When delegates have just begun working on the document, the document is not a resolution, but a “working paper.” As mentioned earlier, once the working paper is written in resolution format and approved by the chair, it becomes a draft resolution. A draft resolution only becomes a resolution if it is approved by the committee during the voting procedure. A resolution in GA2 requires a simple majority to get passed.

NOTE: While making resolutions, keep in mind that the General Assembly may only recommend solutions and it does not have the power to force countries to implement the proposed solutions.

Before moving into the format, here are a few basic terms relating to the components of resolutions:

Clause: A section containing one argument or one action. Clauses are of two types

Preambulatory clause: Called a preamble, it states the reasons for addressing the topic. Preambles can refer to the UN charter and past international actions. It has to begin with a perambulatory phrase and end with a comma.

Operative clause: Shows an action (recommendation). Operatives are numbered, starts with an operative phrase and ends with a semicolon. The last operative clause should end with a full stop.

Phrase: First word of a clause.

### THE FORMAT OF A RESOLUTION

#### COMMITTEE NAME

Resolution #

Topic:

Sponsors:

Signatories:

Name of Committee/Council

*Noting* ,(Preamble)

*Declaring* , (Preamble)





*Deeply convinced*, (Preamble)

1. Accepts;(operative)

2. Affirms:

a.(Sub clause),

b.(Sub-clause):

i.(Sub-sub clause),

ii.(Sub-sub clause);

3. Declares.(Operative)

## EXTRA NOTES ON WRITING RESOLUTIONS

Sponsors are the ones involved in writing the resolution while signatories are anyone who wants to see the resolution debated. A delegate may become a signatory in any number of resolutions but can only sponsor 1 resolution. At CNI MUN, the number of sponsors for a resolution will be restricted to 3 delegates

- Preambulatory clauses
  - Preamble phrase should be italicized
  - First word should be capitalized
  - No sub clauses for preambles
  - Must end with a comma
- Operative
  - Should be numbered
  - Operative Phrase must be underlined
  - Must end with a semi-colon



## Sample Preambulatory Phrases

Affirming	Expecting	Having examined
Alarmed by	Emphasizing	Having received
Approving	Expecting	Keeping in mind
Bearing in mind	Expressing it's appreciation	Noting with deep concern
Believing	Fulfilling	Nothing with satisfaction
Confident	Fully aware	Noting further
Contemplating	Emphasizing	Observing
Convinced	Expecting	Reaffirming
Declaring	Expressing it's appreciation	Realizing
Deeply concerned	Fulfilling	Recalling
Deeply conscious	Fully aware	Recognizing
Deeply convinced	Further deploring	Referring
Deeply	Further recalling	Seeking
Disturbed	Guided by	Taking into consideration
Deeply	Having adopted	Taking note
Regretting	Having considered	Viewing with appreciation
Desiring		Welcoming
Emphasizing		



## Sample Operative Phrases

Accepts	Encourages	Further
Affirms	Endorses	recommends
Approves	Expresses its	Further requests
Authorizes	appreciation	Further resolves
Calls	Expresses its hope	Has resolved
Calls upon	Further invites	Notes
Condemns	Deplores	Proclaims
Confirms	Designates	Reaffirms
Congratulates	Draws the attention	Recommends
Considers	Emphasizes	Regrets
Declares	Encourages	Reminds
accordingly	Endorses	Requests
Deplores	Expresses its	Solemnly affirms
Designates	appreciation	Strongly condemns
Draws the attention	Expresses its hope	Supports
Emphasizes	Further invites	Takes note of
	Further proclaims	Transmits
	Further reminds	Trusts



## SAMPLE RESOLUTION GENERAL ASSEMBLY 3

### Resolution 1.1

Topic: Situation of human rights in Honduras since the coup d'etat of 28 June 2009

Sponsors: Bahrain, France

Signatories: Palastine, Bangladesh, Finland, PR China, Norway, USA, UK

### Resolution 1.1

The Human Rights Council,

*Deeply concerned* by the allegations of human rights violations perpetrated by the interim government in Honduras as recognized by Amnesty International and Human Rights Watch,

*Recognizing* the Lobo government and expresses its appreciation of Honduras' openness,

- 1) Urges the UNSC to ask Honduras to invite a UN sponsored fact finding mission under chapter VI of the UN Charter with the aims of:
  - a) Investigating any claims of human rights violations during and after the change of government,
  - b) Recommending possible solutions to improve the adherence to universally accepted human rights;
- 2) Recommends:
  - a) the UNSC launch a fact finding mission that is independent and unbiased from the government and security forces of Honduras, that builds on suggestions of human rights abuses highlighted by Amnesty International and Human Rights Watch,



- b) OAS to head this mission in an effort to produce a regionally led initiative to combat human rights abuses in the region in cooperation with Honduran NGOs and;
- 3) Express its appreciation to Cuba for its plan to create the aforementioned regional initiative;
- 4) Reminds Honduras of its adoption of the 'Convention against torture or other cruel inhumane & degrading punishment;
- 5) Reminds Honduras about the previously honoured treaties including the Universal Declaration of Human Rights and encourages it to maintain a positive position on the improvement of human rights within their borders;
- 6) Expresses our hope that the return of Mr.Zelaya as a citizen of Honduras is accepted and that he will not return to office ;
- 7) Notes that this will not set a precedent, but will be explicitly limited in scope to the case of Honduras;
- 8) Regrets the previous loss of \$200 million of US aid;
- 9) Requests that the new administration should not be deprived of aid because of the actions of the interim government;
- 10) Reminds the council that as much as 59% Honduran populace is below the poverty line and as such believes that in order to preserve their right to life (in some cases) aid may be necessary;
- 11) Recommends the creation of a separate resolution to determine the levels of aid and areas in which the government would require aid.



## AMENDMENTS

Before draft resolutions are introduced for voting, it is delivered to the EB. Once the EB analyses the resolution, the sponsors have to come forward and present the resolution to the committee. Then delegates are given an unmoderated caucus to prepare amendments.

An amendment is a clarification or a change in a draft resolution that incorporates additional interests or concerns after a working paper has been formally submitted to a committee. They are written in chits which are passed onto the EB. Amendments can be written to add, change, or remove one or several operative clauses or sub clauses; they may add and/or strike words, phrases, or whole clauses. For ex. A delegate might write a chit to the chair saying:

ADD Suggests gender segregation remain in primary education after operative clause 5

CHANGE operative clause 6 to Accepts that each nation will have its own cultural differences and opinions on this matter

REMOVE operative clause 2bi

### NOTES:

- Amendments cannot be written to change, add or delete perambulatory clauses
- Amendment to remove all clauses are not permitted
- Spelling, grammatical and format errors are changed automatically and thus cannot be amended
- Make sure that the delegate's country is written when sending an Amendment chit to the EB

Sponsors are called to the dais after the EB receives the amendments from other delegates. There are 2 types of amendments:

- Friendly: Is one that is accepted by the original sponsors of the resolution. They are usually to clarify a certain point. These do not require a vote by the committee
- Unfriendly: Proposed by any member of the committee but doesn't have the support of the sponsors. It requires a very brief explanation by the proposing delegate and one of the sponsors before putting it to vote

NOTE: If more than 50% of a resolution is amended by the committee, then the whole resolution shall be scrapped.



## VOTING PROCEDURES

- **Voting Procedure**

Following closure of debate or upon exhaustion of the speakers' list, the committee moves immediately into voting procedure. Absolute decorum is to be maintained in the committee room at all times, it is essential that there is no talking, note passing or moving about the room during voting procedure. While the committee is in voting procedure, only Faculty Advisors and volunteer staff members will be allowed to enter the committee room. Committee members leaving the room during voting procedure will not be allowed to re-enter. This structure is necessary to ensure efficient explanation of confusing procedural processes and an accurate tally of votes. Only full members of a committee may cast substantive votes, which are votes on resolutions, amendments, or divided clauses. Please be aware that voting procedure is typically a long process, and in a large committee can last for several hours, depending on the number of resolutions, divisions, and roll call votes. Under no circumstance are breaks allowed during voting procedure as the procedure must be completed in its entirety before the room is opened. If delegates decide to leave the room during voting procedure, they will not be allowed back in before the end of voting procedure. Voting on resolutions occurs in the order in which they were submitted to the committee. However, before the final vote on a resolution, the resolution may be the subject of motions to divide the question.

- **Divisions of the Question**

Division of the question is one of the more complex rules of procedure at CNIMUN. Please carefully note the uses of division of the question and the procedure used to divide. Member States use divisions to vote on an entire operative clause or group of clauses (preambular clauses cannot be divided) separately from the rest of a resolution. In the United Nations, a particular clause or group of clauses is so significant that Member States believe it must be recognized separately from the rest of the resolution to draw attention to its importance. Motions to divide apply only to complete operative clauses; words or phrases in clauses must be amended (see the above discussion). Immediately before a resolution comes to a vote, a Member State may move to divide the question and indicate which clause(s) it would like to consider separately (e.g. "The delegate moves to divide out clauses 1 and 2." ). If there are calls for multiple divisions, they will be voted on in order of the most radical division to the least. This order is at the sole discretion of the Chair.





First vote: The first vote on a division of the question is a procedural vote. In other words, the committee votes on whether or not to consider the clause(s) separately: this requires a simple majority. The Chair will accept two speakers in favour of the motion and two speakers against. However, these speakers are required to limit their comments to procedural issues and cannot speak on the substance of any clause(s) in question. If the procedural motion passes, the clause(s) are separated from the resolution and put to a separate substantive vote. No motions except points of order will be taken in between these two votes. If the procedural vote fails, the resolution remains intact, clauses are not divided out and the committee moves on. Second vote: The second, substantive vote is to decide whether or not to include and highlight the clause(s) separated by the procedural motion. If it passes, the clause(s) become an annex to the original resolution (which no longer contains the clause(s) in question). In the event that the original resolution (from which the clauses were separated) fails, the annex is still considered accepted by the committee and assumes the code number of the original resolution. If the substantive vote fails, the separated clauses are permanently discarded. Note that if all operative clauses are divided out and discarded, the resolution fails. After the committee votes on all divisions, it votes on what is left of the original resolution. Delegates are reminded that the purpose of the motion is to highlight operative clauses, not to have them deleted from a draft resolution. While this a legitimate interest as such, the correct way to do it, would be by proposing a respective amendment.

- **Methods of Voting**

Placard and roll call are the two permissible types of voting. All procedural votes must be taken by placard as there is no roll call option. The committee volunteer staff will count placards of Member States when they vote on particular issues and announce the result of the vote. A roll call vote occurs only on substantive votes, and only if a Member State requests a roll call vote. It is the right of any country to request a roll call vote, and there is no vote on the motion as the motion is automatically honored. The chair reads the roll and each Member State casts its vote aloud when called upon; countries may pass once, but then must vote in the affirmative or negative when asked again (they may not abstain). Roll call votes typically take quite a long time, particularly in large committees; at the conference, these are usually reserved for politically important resolutions or for resolutions on which a very close vote is expected

- **Types of Voting**

For a procedural vote, the only options are yes or no votes; abstentions are not allowed. In addition, all States must vote on procedural matters. On substantive matters (resolutions, amendments, and the second vote on divisions of the





question), States may vote yes, no, or abstain. Abstentions are essentially non-votes and are not included in the tally when determining the passage of a resolution; a resolution will pass with a vote of 10 in favour, five opposed, and 170 abstentions. Likewise, in consensus bodies, abstentions do not affect the passage of the final document.





# **CNIMUN**

**BEST OF LUCK  
DELEGATES!**