

# SweMUN

S W E D E N M O D E L U N I T E D N A T I O N S



## Rules of procedure SweMUN 2017

## Overall instructions

Delegates shall always respect the chairperson and the secretary general's ruling without openly showing any sign of disapproval. The chairperson will inform the delegates if any changes in the rules will be applied. In some cases the chairperson can ask the host of the event for advice, since they always has the last say in any decision making process.

## Manners and dress code

### Language

English shall be the official and the working language of the conference. During session, the delegates shall address themselves, each other and the presidency in third person.

### Courtesy

All representatives shall show courtesy and respect to the chairperson, the Secretariat, and to other representatives at all times. Cuss words, slang or personal attacks are strictly forbidden during the whole conference. A dress code is mandatory, of which two are acceptable:

#### 1.) Formal clothing

For men this entails a suit, or dark pants with a jacket, and a tie. For women this entails a suit, or dark pants/skirt with jacket.

#### 2.) Traditional clothing (that does not offend or ridicule any person or ethnicity).

All hair longer than below the shoulders should be up, both on ladies and gentlemen. Sunglasses are not allowed.

All representatives who wish to have the floor must address all parties present in a correct manner, using third person. The right to speak can only be given by a chairperson or the secretary general in the general assembly.

## Opening speeches

After the assembly has been declared open, the delegations will give their opening speeches. The Security Council opening speeches will be given separately – after those in the General Assembly – once the Security Council assembles in its committee room.

The length of the opening speech in the general assembly is maximum 1 minute. If the delegation wishes to give the speech in the countries own languages as well his time increases to 90 seconds. This needs to be reported to the chairperson before the opening speeches. The chairperson will keep track of the time and if necessary intervene if a speech is longer than the allowed time. Remember to address the chairperson, the delegates and the general public (ladies and gentlemen) if the secretary general is present she shall also be addressed before the speech starts.

## Committee work

### Lobbying

After the opening ceremony, you will be sent to your committees. Here you will have much use of the work you did when you read all the other nations resolutions. During the lobbying work you will be free to talk to the other delegates in your committee. There are two options during the lobbying. Either you work for your resolution to be passed, or you support another nation's resolution. If you choose to have your own resolution passed, try to convince the other delegates to sign and support your resolution. If you beforehand have read the resolutions of the other nations it will be easier for you to convince the other delegates that this is really something you have in common. It

Discussing with other delegates is important in the lobbying will be easier to try to convince them to sign your resolution.

If the nations wanting to support your resolution want to change or add something to the resolution, this is of course in order. As long as all the nations that are signing the resolution approve of the changes, you can go ahead and make the suggested change. You will need a certain amount of signing nations for you resolution to pass to the next stage of the MUN. The number of signings varies from different MUNs. Remember that it is not necessary to have your own resolution passed, but that you can support other resolutions. This could be the case if your resolution is similar to another nation's resolution. Sign theirs, and then work with that delegation on convincing other delegates that this resolution is the most important one. Then the resolutions can be merged. You can sign one resolution in every question in your committee. When you have enough signatures you shall give the resolution to the chairperson in charge of your committee, they will check the resolution for errors.

This is also a good time to start writing your speeches for and against resolutions that may move up to the general assembly. It can be a good idea to create speaker chains with the delegations that has the same opinion as you about the resolutions that will be processed. The precedence (the collected term for the chairperson) will decide and inform you how many countries are allowed in a chain.

### The committee work

During the debate in the different committees time will be given to talk for and against a resolution and after that the committee will move to an open debate. All parts will be allotted an equal amount of time. The presenting nation of the first resolution will be called forward to the podium with his or her eventual chain of speakers. The presenting nation will read out the operative clauses of the resolution. If the chairperson find that the debate stalls, the requirement policy statements can occurs, this applies to all nations. This means that all nations will have to make a breif statement about the resolution to make their stand point clear.

The same rules when speaking applies to the committee as when speaking in the general assembly. Read about that under the headlines manners and dress codes and opening speeches.

During the debate delegates are allowed to ask questions to each other, but only if the delegate who has the word allows it, the chairperson will manage this. Follow up questions are allowed with the same restrictions.

After the open debate the committee will vote on the resolution.

Usually SweMUN has a tight schedule, remember that the chairperson will work to manage all the passing resolutions, but sometimes the schedule will not allow that.

## Questions, remarks and motions

*Point of personal privilege:* This is the only thing that is allowed to interrupt a speaker. This is used if a delegate is unable to hear what the speaker says.

*Point of order:* Always starts of with “is it in order to...”. This is a question or a protest if a delegate wants to know if the rules have been broken. This question can’t interrupt a speaker, can’t be used to stall a debate and can’t concern the clothing choice of another delegate.

*Message to the chairperson:* Can be sent like a note to the chairperson to alert them of something they have missed, like a natural disaster, war etc.

*Motions:* Can be used both in the committees and the General Assembly by the delegates. This can be used to move over to speaking time against the resolution and moving on to voting. A motion needs the approval of at least two other nations to be accepted. NO other nation can oppose and the chairperson has the final say.

*Notes:* During debates in both the committees and the General Assembly the delegations will be able to communicate through notes. This can happen in two ways, either the delegation folds the note and hold it up and the administrative help will get it and deliver it to the right delegation or if the delegation you want to communicate with is close by you can reach and give it to them, silently.

*Changes:* May occur the need to change the resolution during the committee work, like adding, subtracting or change the wording. This is allowed only during the committee work. This must be send through a note to the chairperson before the time to speak against the resolution has started. If a request of a change reaches the chairperson a short negotiation and a vote will follow. It is not allowed to change an already modified sentence/paragraph.

*Vote:* When it is time to vote the delegations has one vote per delegation. One can vote to pass, not to pass or abstain o vote on the resolution. If the vote becomes to even the chairperson have the right to remove the alternative “abstain” and the committee will vote again. It is important to note that a resolution that wins with a majority win be prioritised in the general assembly before a resolution that passes without majority. If a delegate or a chairperson finds the voting of some countries strange and out of bounds of what the nation usually votes an explanation of voting can occur. Then all the delegations need to explain their vote. Anyone can ask for this procedure but the chairperson has the final say.

## General Assembly

The negotiation will follow the committee work structure very closely. The big difference is that all delegates and delegation will attend (apart from the Security Council that will instead by the end of the day present their work to the General Assembly) and the schedule usually is even more compact. The resolutions that were passed in the committees will be presented in the general assembly, priorities by the voting outcome. No changes are allowed to be made to the resolutions after the committee work! It is the precedency that will decide in which order the resolutions will be presented. The precedency’s ruling cannot be over ruled.