



KNIGHTMUN 2010 RULES OF PROCEDURE Short-Form

Motion	2 nd Required	Debatable	Vote to Pass	Interrupt Speakers
Adoption of the Agenda	Yes	2 For 2 Against	Majority	No
Point of Personal Privilege	No	No	None	Yes
Point of Order	No	No	None	Yes
Point of Inquiry	No	No	None	No
Point of Information	No	No	None	No
Yields (to chair, questions, delegate)	No	No	None	No
Right of Reply	No	No	None	No
Appeal to the Chair's Decision	No	No	2/3 Majority	No
Suspend Debate (for purposes of a caucus)	No	No	Majority	No
Table Debate	Yes	2 For 2 Against	2/3 Majority	No
Closure of Debate	Yes	2 Against	2/3 Majority	No
Adjourn Meeting	Yes	No	Majority	No
Open the Speakers List	No	No	Majority	No
Close the Speakers List	Yes	2 For 2 Against	2/3 Majority	No
Set the Speakers Time	No	1 For 1 Against	Majority	No
Set the Number of Questions	No	1 For 1 Against	Majority	No
Introduce a Draft Resolution	No	No	None	No
Move to a Vote on a Draft Resolution	No	2 For 2 Against	Majority	No
Roll-Call Vote	No	No	None	No
Voting on a Draft Resolution	--	--	50% plus 1	--



GENERAL CONFERENCE POLICIES

Computer Policies

- It is encouraged for delegates to bring a laptop to use during committee to type up working papers, but not required. If so, delegates are expected to bring a flash drive in order to transfer approved working papers to the Committee Director's designated computer. Laptops however are not mandatory, as hand written working papers will not be penalized in any respect.
- Delegates should not be using Internet service during committee session for any reason. During formal breaks from committee sessions, students may access the internet for research purposes only.
- Internet connections may or may not be available in the committee room, but will be available for delegates on the UCF Guest Network in the UCF Student Union during breaks. Otherwise, delegates will be expected to utilize home government for any research requirements.

Delegate Decorum

- Delegates are expected to maintain professional behavior at ALL times at the conference, including all times from the start to the end of the conference, even when not at conference facilities. Delegates must follow their school's code of conduct at all times, including any times on the way to the conference, during committee, during breaks, or at hotel stays.
- The University of Central Florida, UNA-UCF, and the KnightMUN Conference do not take responsibility for any actions taken by students at any point during the conference.

Resolution Writing Regulations

- Delegates should not bring any pre-written working papers of any sort. Delegates may bring as much research as they wish, along with notes about solutions for the topics, but are forbidden from bringing pre-written clauses for possible resolutions. If seen, these will be confiscated immediately.

General Conference Policies

- Delegates may not leave committees without permission from the committee director. Delegates also may not go to Home Government or Conference Services without a pass and/or a note from their director. Delegates may not enter another committee for any reason.
- Delegates may NOT boycott their committee, can NOT have their nation leave the United Nations (or any other committee represented at the conference), and can NOT address any of the other committees for any reason. Also, the actions/resolutions/crises of one committee do not affect the other committees in any way, so there will no need for interaction between committees.

Delegate Removal Procedures

- Delegates must obey instructions from KnightMUN Secretariat and Staff members at all times during the conference. If delegates do not follow KnightMUN Rules and Procedures, they may be subject for removal from the conference without refund. Any delegate or visitor who persists in an attempt to divert the Conference from its educational purposes shall be subject to action from the Secretariat and may have his/her credentials revoked. If a problem arises, advisors will be contacted immediately.



KNIGHTMUN RULES OF PROCEDURE

The Rules of Procedure contained in this packet are the official Rules of Procedure of the KnightMUN Conference. The legality of proposals will be determined by the Charter of the United Nations unless otherwise stated herein or at the opening of the Conference.

Officers

The Secretary-General appoints all officers for the duration of the Conference.

Rule Changes

The Director-General, or an authorized official, reserves the right to change the Rules if deemed necessary for the educational benefit of the Conference. This is the only way the Rules may be changed. These rulings are not appealable.

Language

English shall be the official and working language of the Conference. The use of other languages is permitted if: 1) The Secretariat is given prior notice and, 2) A translation into English is made readily available.

Credentials

The Secretariat will approve the credentials of qualified representatives. The Secretary-General has the right to revoke credentials at any time during the Conference, including those credentials of groups with Official Observer status. Delegates from groups with Observer status will be allowed access to all committees except the Security Council.

Diplomatic Courtesy

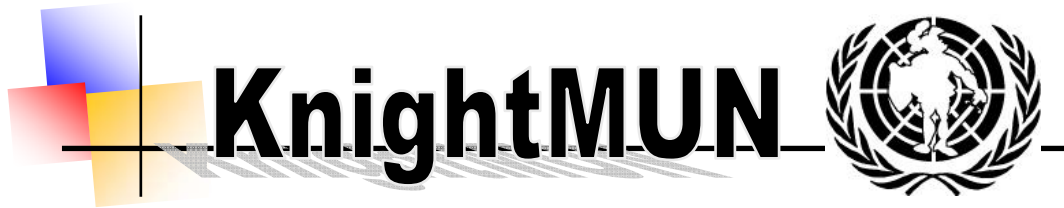
The primary principle of diplomatic protocol is courtesy or decorum. Any delegate or visitor who persists in an attempt to divert the Conference from its educational purposes shall be subject to action from the Secretariat and may have his/her credentials revoked.

Seating

Delegates will be seated in committee according to the seating procedure used by the UN in which seat assignments are designated by placards. The seating assignment will be determined by a random drawing at the beginning of the Conference, and the countries will be seated in alphabetical order, beginning with the first country selected in the drawing.

Quorum

A majority of voting members answering to the roll at each day's first meeting shall constitute a quorum for that day. A quorum will be assumed unless questioned through a Point of Order (See Rule 6).



Rules and Procedure

1) Order of Consideration

Each committee shall establish the order of consideration of the topic agenda. Amendments both to the order of the agenda topics and of the resolution order within each topic are permissible, and require a two-thirds vote of the committee. This motion shall be made in writing to the Committee Director. Debate is limited to one speaker for, and one speaker against.

2) Powers of the Committee Director

In addition to exercising the powers that are conferred elsewhere in these Rules, the Director shall:

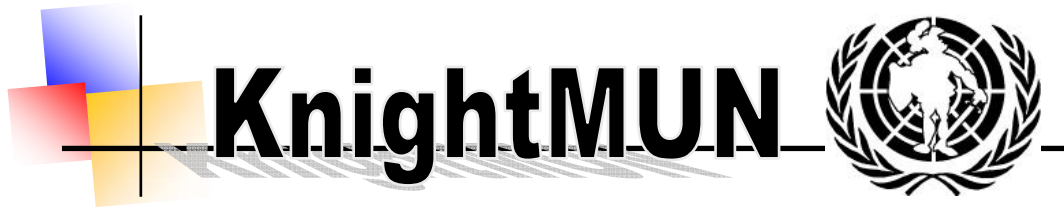
- a. Declare sessions opened and closed
- b. Direct all discussion in the body
- c. Ensure observance of the Rules of Procedure and provide interpretations of the Rules
- d. Put questions, and announce decisions to the Committee
- e. Rule on Points of Order and have control over all processing to ensure the smooth functioning of the body unless otherwise specified in the Rules
- f. Limit the number of speakers
- g. Limit the number of times each representative may speak on a question
- h. Declare necessary recesses

3) Agenda

After the committee has had at least one caucus (See Rule 12) for the purpose of discussing the topic order, a motion to set the agenda will be in order. After the motion has been made, the motion for the adoption of the agenda will be put to a vote. The adoption of the agenda order may only pass with a clear majority.

4) Speaker's List

The Committee Director shall keep a Speaker's List for each topic (not each resolution or amendment). The Committee Director, upon his or her discretion, will open the Speaker's List. The Speaker's time will be set by a motion to set the Speaker's Time in which the delegate will specify a time limit for debate. The Committee Director will then entertain two speakers for, and two speakers against, the motion. The motion passes by a simple majority, and the vote will be by placard. Resolutions will be debated simultaneously using a new and separate Speaker's List. The Speaker's List may be closed upon a motion from the floor. Permission to speak shall be accorded to one speaker for and one speaker against. A simple majority is required for this motion to pass. The Committee Director may refuse to entertain a motion for closing the Speaker's List at his or her discretion. If delegates are absent when they are called upon to speak, they will lose their position on the Speaker's List and must send a note to the Dais to be placed on the list again. A delegate may only be present on the list once, but may re-enter after he or she has spoken. A note must be passed up to the Dais requesting to be placed upon the Speaker's List after the Director's initial call for speakers.



5) Yields

As an option, the Director of a particular committee may request that delegates yield any remaining time in their speeches to the Committee Director. This decision will be made at the sole discretion of the Director and is not subject to appeal. Speakers on the speakers list may choose to either yield their remaining time to the chair, yield to another delegate (with their permission), or yield to a preset number of questions. If a speaker yields to another delegate, that delegate must yield to the chair. Speakers may decline to answer questions at any point, even after questions have been asked.

6) Points of Parliamentary Inquiry

Points of Parliamentary Inquiry are used to make a general inquiry. These points shall not interrupt the current speaker, and should be used sparingly. Points of Parliamentary Inquiry may only be raised when the Director is entertaining motions.

7) Points of Order

Points of Order will only be recognized for the following items:

- a. To complain of errors in voting, tabulation, or procedure
- b. To question incorrect placement on the Speaker's List
- c. To question a quorum

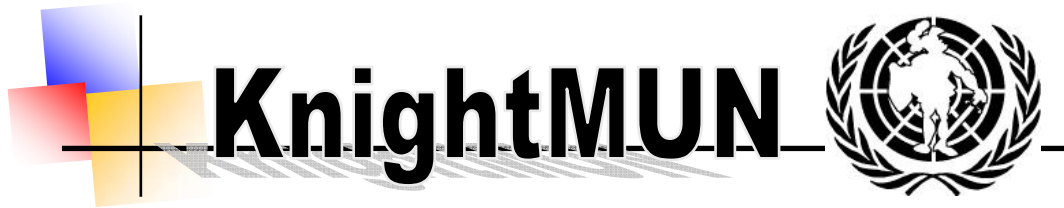
A Point of Order may interrupt a speaker and **it is to be used sparingly**.

8) Points of Personal Privilege

Points of Personal Privilege are used to direct a question to the Committee Director regarding non-substantive matters only. This includes matters concerning the personal comfort of the delegates, the arrangement of the room, and other such topics related to the person of the delegates. Points of Personal Privilege shall not interrupt the speaker and may only be raised when the Director is entertaining a motion.

9) Rights of Reply

At the Committee Director's discretion, any member nation or observer may be granted a Right of Reply to answer serious insults directed at the dignity of his or her country. This procedural motion must be submitted to the Committee Director in writing. The Committee Director has the **ABSOLUTE AUTHORITY** to accept or reject Rights of Reply, and the decision **IS NOT SUBJECT TO APPEAL**. Delegates who feel that they are being treated unfairly may take their complaint to any member of the Secretariat.



10) Appealing the Decision of the Committee Director

A delegate may appeal any ruling of the Committee Director except those in regard to the granting of roll-call votes, explanation of votes, rights of reply, and all other decision specifically exempted elsewhere. The appeal must be put to an immediate vote. The Director's ruling shall stand unless overruled by a two-thirds vote of the members present and voting.

11) Resolutions

Resolutions must be submitted in writing to the Director. Any accepted and approved draft resolution may be discussed via the Speaker's List. The Director may request that members submitting multiple draft resolutions attempt to formulate a common one. The Committee Director will determine the required sponsors and signatories for any draft resolution at the beginning of the initial session (approximately 1/6th or 1/5th of the entire committee).

12) Caucusing

A Suspension of the Meeting may be motioned for from the floor. This motion shall include both the time limit on the suspension as well as the reason for it. The Motion to Suspend the Meeting shall pass by a simple majority vote. In order to motion for a caucus one would state, "I would like to motion for a suspension of the meeting for the purpose of a (moderated / unmoderated) caucus for # minutes."

13) Amendments

Any member nation may propose an amendment to a resolution during debate. Amendments must be submitted in writing to the Director. Any amendment may be discussed from the Speaker's List. The Director may request that members submitting similar proposals attempt to formulate a common one. The Director shall announce the required number of signatories and sponsors required to pass an amendment at the beginning of the initial committee session. A vote must be taken on an amendment before any other amendment may be proposed. Amendments themselves are not amendable. Amendments will be debated by two speakers for, and two speakers against.

14) Friendly Amendments

Friendly amendments to a resolution under debate may be accepted, but must first be approved by all sponsors of the amendment under consideration. The friendly amendment will immediately be incorporated into the resolution upon approval.

15) Closure of Debate

A motion for Closure of Debate, bringing an issue to an immediate vote, is in order only after there have been eight speakers on a substantive motion. Permission to speak shall be accorded to two speakers in favor, and two against, closure of debate.



16) Adjournment of Debate

A motion for adjournment of debate, if successful, allows the delegates to end debate on one topic without having to vote on the resolutions for that topic. This motion is in order only after there have been eight speakers on a substantive motion, and requires a simple majority to pass. The delegates may return to the topic if there is a successful motion to adjourn a different topic and return to the original one.

17) Voting

Voting will be conducted by placard or by roll call. The type of voting will be at the discretion of the Committee Director, but any member nation may request a roll call vote on any substantive question. Within the committees, all substantive votes will be decided by a simple majority of those members present and voting.

In the General Assembly, resolutions shall require a simple majority, while amendments to resolutions shall require the affirmative support of $2/3^{\text{rd}}$ of the member nations present and voting. A majority vote requires the concurrence of 50 percent plus one of those member nations voting "yes" and "no." A $2/3^{\text{rd}}$ vote requires the concurrence of 67 percent or more of those member nations voting "yes" and "no." Abstentions are not included in the calculation of the vote.

In the case of a roll call vote, the following options are available: "yes," "no," "abstain," "pass," "yes with rights," and "no with rights." A "with rights" vote allows a delegate the opportunity to briefly explain the reasoning behind his or her decision. The time limit on such explanations is determined solely at the Director's discretion and such decisions are not subject to appeal. Only delegates who are "present" are allowed to abstain, those who are "present and voting" may not. If a delegate passes, they will have the opportunity to vote after everyone has voted and the "rights" have been allotted, though they must then vote either "yes" or "no." All delegates will have an opportunity to change their votes after all the votes have been recorded and all speakers have been heard.

Please note that in the Security Council: All resolutions require nine or more votes in favor, with the added requirement that none of the permanent five members of the Security Council is allowed to vote "no."

18) Reconsideration

Reconsideration is the only way that delegates may vote a second time on a substantive resolution. It requires that a delegate who had previously voted with the prevailing side indicate to the Director in writing that he or she wishes to change his or her vote and to reconsider the particular resolution. This motion must then be moved from the floor by a second. There will be two speakers for and two speakers against the reconsideration, and if successful (this requires a $2/3^{\text{rd}}$ majority to pass), the delegates will return to the original resolution and vote again. If any amendments have been written for the resolution, they must be moved immediately after a successful vote for reconsideration is conducted.