

# **PORGMUN CONFERENCE RULES OF PROCEDURE**

## **THE CONFERENCE**

### **RULE 1**

These Rules of Procedure (*Rules*) apply to proceedings of PORG Model United Nations (*PORGMUN*).

## **CONFERENCE TEAM**

### **RULE 2A**

PORGMUN Secretariat (*Secretariat*) shall be composed of Conference Managers and Conference Directors. The Secretariat holds responsibility for the proceeding of the conference and has the final say in all organizational matters.

### **RULE 2B**

Student Officers (*Chairs*) shall be a group of organizers chosen by the Secretariat to ensure smooth proceedings in Committees.

### **RULE 2C**

Conference Team consists of Secretariat, Chairs, Volunteers (including Chairs' Assistants), and Press.

## **COMMITTEE SESSIONS**

### **RULE 3**

Sessions shall meet in accordance to the timetable provided by the Secretariat. Chairs or Secretariat may override the time table.

### **RULE 4**

The Opening Ceremony shall be held at ÚMG AVČR in Prague-Krč. The Closing Ceremony shall be held at IKEM in Prague-Krč.

### **RULE 5**

Sessions shall meet at Gymnázium Nový PORG (*School*). Each Committee shall have its assigned room. Sessions of each Committee shall meet in its assigned room. Chairs or Secretariat may override this rule.

# CONFERENCE TOPICS

## RULE 6

Committee Topics shall be released by the Secretariat prior to the conference. Essays informing about Committee Topics and possible sources for research (*Research Papers*) shall be released by Chairs prior to the conference.

# DELEGATIONS

## RULE 7

The Delegation of a Member State shall consist of six to seven members, but not more than one per committee.

# STUDENT OFFICERS

## RULE 8

A President and a Deputy President of the General Assembly shall be appointed by the Secretariat prior to the Conference. A member of the Organization Team may be chosen as a President or Deputy President of General Assembly. Should President be unable to fulfill his role, Deputy President becomes the new President. Should both be unable to fulfill their roles, Secretariat shall choose a new President.

## RULE 9

President or Chair of each respective Committee shall;

### RULE 9A

Declare the opening and closing of each plenary meeting of the session.

### RULE 9B

Adjourn the meetings as they feel necessary.

### RULE 9C

Direct the discussions in their Committee and ensure observance to these rules.

### RULE 9D

Report the potential violation of these Rules to Secretariat.

### RULE 9E

Accord the right to speak, put questions, and announce decisions.

## **RULE 9F**

Rule on all Points and Motions.

## **RULE 9G**

Remain under the authority of the Secretariat.

## **RULE 9H**

Call a Speaker to order if their remarks are not relevant to the subject of discussion.

# **APPROVAL PANEL**

## **RULE 10**

A Panel of supervisors well-acquainted with standardized format of Resolutions (*Approval Panel*) shall revise each Resolution to be debated in Committees, changing their form, but not their substance.

# **CONFERENCE LANGUAGE**

## **RULE 11**

English shall be both official and working language of the Conference and of all Committees. All Resolutions and other documents shall be released in English.

# **RESOLUTIONS AND AMENDMENTS**

## **RULE 12**

No Delegate may address any Committee without having previously obtained the permission of the Chair or President.

## **RULE 13**

Resolutions shall be submitted to Chairs. Each Resolution must have one Main Submitter and at least three Co-submitters. Resolutions should be submitted in proper United Nations format.

## **RULE 14**

No Resolution shall be voted upon unless all Delegates have received a copy of it.

## **RULE 15**

Amendments should be submitted on Amendment sheets provided by a Chair's Assistant. They shall be read by the Chair before they can be voted upon.

## **RULE 16**

A Chair may refuse to debate an Amendment on the grounds that it is too similar to one that has already failed a vote.

## **RULE 17**

Delegates may submit Amendments to Amendments (*Amendments to the 2<sup>nd</sup> Degree*). If an Amendment to the 2<sup>nd</sup> Degree is rejected, the Committee will vote on the original Amendment. If the Amendment to the 2<sup>nd</sup> Degree is accepted, so is the original Amendment. There shall be no Amendments to Amendments to Amendments (*Amendments to the 3<sup>rd</sup> Degree*).

## **RULE 18**

In addition to Amendments, Delegates may also submit Friendly Amendments. Friendly Amendments are not to be voted upon, they are to be agreed or disagreed to by the Main Submitter of the Resolution. Friendly Amendments may change form, but not substance of the Resolution.

## **RULE 19**

Friendly Amendments to the 2<sup>nd</sup> Degree apply to Amendments. They are to be agreed or disagreed to by the Submitter of the Amendment.

## **VOTING**

### **RULE 20**

Each Delegate in a Committee has one vote. Delegates may abstain from voting on Resolutions. Delegates may not abstain from voting on Amendments.

### **RULE 21**

Decisions of Committees shall be made by simple majority of Delegates present and voting.

### **RULE 22**

Delegates who abstain are not considered present and voting.

### **RULE 23**

Delegates shall vote by raising their placards. Delegates shall raise Points and Motions by raising their placards. Delegates shall call a Chair's Assistant by simply raising their hand.

### **RULE 24**

Delegates should not raise their placards if the action they want to take is not in order. Delegates may only raise their placard for a Point of Information to the Speaker when the Speaker opens themselves to Points of Information. Delegates may only raise their placards during someone's speech, if the Point or Motion they wish to raise may interrupt the Speaker.

## **MOTIONS**

### **RULE 25**

The Motion to Move Directly into Voting Procedure may be raised by any Delegate and requires a Second Delegate to affirm the Motion by raising their placard and saying "Second" (*Seconding*). If any Delegate objects (Objection), the Motion is denied. The Chair may deny this motion.

### **RULE 26**

If any Delegate wishes to object to a Motion, they shall raise their placard and say: "objection". The Delegate will then have time to explain his objection.

## **POINTS**

### **RULE 27**

The Point of Personal Privilege may be raised by any Delegate. It does not require a Second. It may only refer to comfort and well-being of the Delegate. This Point shall not interrupt the Speaker, unless it refers to their audibility.

### **RULE 28**

The Point of Order may be raised by any Delegate. It does not require a Second. It may only refer to the order of proceedings and observance of the Rules in the Committee. This Point may interrupt the Speaker. It is to be assessed by the Chair immediately.

### **RULE 29**

The Point of Information to the Speaker may only be raised when the Speaker opens themselves to Points of Information. It should have the form of a question. Short introductory statement may precede the question. It shall only refer to the discussed matter. Speaker may choose whether they want to answer it. Dialogue on the floor is not allowed. To ask a follow-up question, the Delegate must first ask for a permission of Chair.

### **RULE 30**

The Point of Information to the Chair may not interrupt the Speaker. It shall refer to order of proceedings, discussed matters, or anything else related to the conference. The Chair shall answer clearly and promptly and continue with the Agenda.

## **CHANGING OR AMENDING THESE RULES**

### **RULE 31**

The Secretariat reserves the right to change or amend these Rules prior to the Conference.