

## JUEMUN Rules of Procedure

### History

From 2010-2015, JUEMUN rules of procedure (RoP) were based on parliamentary procedure like most Model UNs. To make the JUEMUN RoP more like the United Nations, in 2016 they were adapted from the UN Department of Public Information (DPI) World Federation of United Nations Association (WIFUNA) International Model United Nations (WIMUN)/UN4MUN and parliamentary RoP. This change was made after JUEMUN organizers in 2015 attended the WIMUN workshop hosted by Meiji University. In 2016, some organizers also visited the DPI to discuss the JUEMUN and WIMUN rules of procedure. These rules of procedure are used for all committees that JUEMUN simulates except for the Security Council. Except for 2016, JUEMUN has simulated one UN Committee and has had between 1-6 meetings and 4-5 agendas per meeting. In 2017 it was decided that the ideal number of JUEMUN meetings is 3 with 4 agendas per meeting. That said, in 2020 with the Covid-19 pandemic, the rules of procedure were further adapted to an online conference that was both synchronous and asynchronous using many online platforms with 3 meetings having the same topic and agenda items. The meetings met twice synchronously online on Zoom; first to set the agenda and a second time to table and negotiate amendments and vote on them and the draft resolutions before adjourning the meeting.

### Formal Sessions

Formal sessions are led by the JUEMUN Bureau [sometimes called the Dais] (Under-Secretary General, Chairs, & Assistant Chairs) who manage the flow of the three-day meeting. A difference that has been noted between the way meetings are conducted at the UN versus MUN (including JUEMUN) simulations relates to the power of the presiding officer. At JUEMUN, the Chair's decisions are final. At the UN, a presiding officer, the Chair of a Committee, serves at the discretion of Member States. Giving presiding officers final say on any matter contradicts this basic principle.

In Formal Sessions, roll call is taken in alphabetical order by the Chair at the beginning of each day and after lunch or dinner breaks, and the response is "Present" or "Present and Voting" (Do not abstain on substantive votes); speeches are given; motions are made and voted on; remaining amendments and draft resolutions are voted on; and announcements are made about the meeting.

The most universal rules of Formal Sessions include:

- No one (other than the Chair) may intervene in the Formal Session without having been given the floor by the Chair.
- Notes can be sent to the Bureau to add names to the list of speakers. It can be done by approaching the Bureau directly while the conference is not in a Formal Session, or by passing a message (or sending a chat message directly) to them during Formal Session.
- The Chair in JUEMUN is called "Honorable Chair" not Mr/Madame Chair like in the UN to respect delegates' gender.

The JUEMUN Bureau keeps at all times a list of delegations wishing to address the conference on a Speakers List. Every Member State is put on the Speakers List at the beginning of the first Formal Session to save time and the time limit on speeches is 60 seconds. If the Speakers List is

exhausted the Chair will call for the Adjournment of Debate and begin voting on the draft resolutions.

In JUEMUN Formal Sessions points of order and motions are taken. A motion for suspension that passes will signal the end of the Formal Session for a period of time. Any Member State can make a motion such as requesting a vote on a draft resolution or an amendment without requiring another Member State to second it like in some MUN simulations.

### **JUEMUN Points and Motions in Formal Sessions**

- Point of Order
  - A Point of order can be raised by Member States at any point in the formal session. If a delegate believes that the Chair is not following the Rules of Procedure or not being sufficiently active in ensuring others do so, they may raise a point of order.
  - The Rules also provide that if any delegate believes that the Chair's ruling is incorrect, they may appeal against the ruling. Because the power within a Meeting rests ultimately with the delegates themselves, an appeal must immediately be put to a vote. The Rules further provide that if the appeal is successful, the Chair must immediately rule according to the appeal.
- Suspension of the Meeting
  - A meeting can be suspended for a limited amount of time upon the request of a Member State. The Member state will state the reason: for an Informal Informal Consultation in Regional Blocs or Committees.
- Closure of the Speakers List
  - The speakers list can be closed at any time by a motion with a simple majority. No more speakers will be added to the list but the speakers on the list can speak. Once the Speaker's list is exhausted, the voting process will begin.
- Adjournment of Debate
  - A motion for the Adjournment of debate ends parts or all of the consideration of the agenda item concerned. The motion to adjourn debate is put to an immediate vote, carried by a simple majority, after two delegations speaking against for 15 seconds. After Adjournment of debate the voting procedure begins on amendments and the draft resolution.
- Roll Call Vote
  - When a Member State would like to request a roll call vote, the Chair will call on all Member States in alphabetical order. Member States can say yes, no, abstain or pass on the first round. If they stated they were "present and voting" during roll call, they have to say yes or no on the next round. Other Member states can abstain.
- Adjournment of the Meeting
  - A meeting can be adjourned upon the request of a Member State. An adjournment calls a meeting to a close. In JUEMUN, until the next year's conference.

### **Formal Sessions: JUEMUN Rules followed when taking action on draft resolutions**

- Voting on Draft Resolutions
  - It is assumed that all tabled draft resolutions will be adopted without a vote (i.e., by acclamation (consensus)). If a resolution will not be adopted by consensus then it

moves to a placard vote if there is no motion for a roll-call vote. If there is not enough time remaining in the meeting, the Chair may not allow a roll-call vote. On a roll-call vote, delegates can agree, oppose, abstain, or pass and then vote again. In roll call if they said “Present” they can abstain; if they said “Present and voting”, they cannot abstain on substantive matters.

- Voting on Amendments

- Amendments to a tabled draft resolution/decision are formally submitted and voted in the order of the clauses. If there is more than one amendment per clause, they are voted on in the order that they are written. In JUEMUN, there is no voting on single or multiple clauses (called paragraphs in the UN, [usually done through motions of: division of proposal, divided vote, separate vote, division of the question]). Therefore a Member State cannot request a separate vote on parts of a draft resolution before the adoption of the whole text.

- Explanation of a Vote

- Before and after action is taken on a draft resolution/decision, Member States can explain their vote or — in the case of an adoption by consensus — their position. The main sponsor and the co-sponsors of a draft resolution cannot make explanations of their vote unless their vote has changed.



## 2021 JUEMUN RULES OF PROCEDURE MOTIONS SHORT FORM

Rule	Vote	Speakers	Pass
Point of Order	NO	NO	None
Suspension of the Meeting (For Informal / Informal-Informal Consultations or lunch / break)	YES	NO	Simple Majority
Closure of the Speakers List	YES	NO	Simple Majority
Adjournment of Debate	YES	2 CON	Simple Majority
Roll Call Vote	NO	NO	Simple Majority
Adjournment of the Meeting	YES	NO	Simple Majority

### 2021 JUEMUN MOTIONS

1. **Suspend the Meeting** (Break/Lunch) – “(Country) would like to suspend the meeting for # minutes / until tomorrow to (purpose)”
  - a. **Informal Consultation** – “(Country) would like to suspend the meeting to go into INFORMAL CONSULTATION to share the results of the amendments that were introduced for each committee’s draft resolution.”
  - b. **Informal Informal Consultation (Committee)** – “(Country) would like to suspend the meeting for # minutes to go into INFORMAL INFORMAL CONSULTATION in our committee groups to (purpose).”
  - c. **Informal Informal Consultation (Regional Bloc)** – “(Country) would like to suspend the meeting for # minutes to go into INFORMAL INFORMAL CONSULTATION in our regional blocs to (purpose).”
2. **Closure of the Speakers List** – “(Country) would like to move for the closure of the speaker’s list.”
3. **Adjournment of Debate** - “(Country) would like to move for the adjournment of debate.”
4. **Roll Call Vote** – “(Country) would like to request a roll call vote.”
5. **Adjournment of the Meeting** – “(Country) would like to move for the adjournment of the meeting.”

### JUEMUN POINTS

1. **Point of Order**– “(Country) believes that there has been a procedural mistake.”

## **JUEMUN Types of Informal Consultations**

In JUEMUN there are different types of informal consultations

There are Informal Consultations and Informal Informal Consultations in regional blocs and committees. One hour is usually the maximum that the Chair will allow for each consultation before going back to the Formal Session.

### **Informal Consultation**

JUEMUN Informal Consultations are run by a Bureau Chair. The consultation is to confirm the outcome of negotiation in Committees and Regional Blocs on amendments.

### **Informal Informal Consultations in Regional Blocs**

Informal Informal Consultations in Regional Blocs are led by an appointed facilitator who is a Member State in the Regional Bloc. Each regional bloc is made up of members from each committee. In JUEMUN delegates remain in their Regional Bloc and can have only one.

In the first Informal Informal Consultation, delegates meet in Regional Blocs before they negotiate and write working papers in assigned committees to share what they want the committee representatives to include in each working paper discussion. The second Informal Informal Consultation in Regional Blocs is to read the Draft Resolutions line-by-line and make amendments after the Draft Resolutions have been tabled. The third Informal Informal Consultation in Regional Blocs is to try to come to a consensus on revisions to proposed amendments made by Committees.

### **Informal Informal Consultation in Committees**

Informal Informal Consultations in Committees are led by an appointed facilitator who is a Member State in the Committee. Each committee is made up of members from every Regional Bloc. In JUEMUN delegates remain in their Committee and can only belong to one.

The first Informal Informal Consultation in Committees is to write working papers on an assigned topic related to the agenda. In JUEMUN, due to time constraints, committee working papers are not merged. Each committee co-sponsors one working paper. Also, in JUEMUN each individual Member State does not have a right to table a draft resolution. There does not have to be a certain number of signatures for a draft resolution to be tabled like in many MUNs. The later Informal Informal Consultations in Committees are to decide on the status of the tabled amendments from Regional Blocs. A Member State in JUEMUN can make an amendment without signatures, unlike many MUN simulations. If an amendment is not accepted, a revision is written by the Committee and then negotiated with the Regional Bloc that made the amendment to try to get a consensus.



## **MAKING AMENDMENTS TO DRs in Informal Informal & Informal Sessions**

1. In Regional Blocs, a representative(s) from each Committee will explain their tabled Draft Resolution (DR) line by line to the other members of their Regional Bloc. Amendments can be proposed after each operative clause is read. For each amendment, Regional Bloc facilitators (or other designated delegate(s)) will fill out an amendment form [on a restricted online document] for each amendment. Only Operative clauses can be amended. The possible amendment types are 1) Add within a clause, 2) Delete within a clause, 3) Replace within a clause, 4) Replace an entire clause, 5) Delete an entire clause, and 6) Add a new clause. This process will be completed by the end of the second day.
2. At the start of the third day, chairs will announce the tabling of amendments. Updated DR documents, with amendments clearly highlighted, will be viewable on the online hub for all delegates. Afterwards, a motion will be raised to move into Informal Informal Consultation in Committees for negotiation.
3. Delegates will then go into Informal Informal Consultation in Committees to discuss the proposed amendments to their tabled DRs. Committee members will decide whether the proposed amendments are "agreed" or "not yet agreed". If "agreed", the committee will tell the Bureau, and the amendment is accepted into the DR. If "not yet agreed", they tell the bureau, and the amendment is returned to the Regional Bloc for revision.
4. Delegates will then go into Informal Informal Consultation in Regional Bloc groups to discuss "not yet agreed" amendments and try to negotiate any further revisions that the Regional Bloc and Committee could agree on. Revisions to amendments are given to the Bureau for distribution.
5. Delegates then go into Informal Informal Consultation in their Committees to make final decisions on the revisions from the Regional Blocs and inform the Bureau of the outcome.
6. In Informal Consultation the chair will read operative clauses where "not yet agreed" amendments have not been successfully revised and Committee members will announce their decision to accept the revision or continue as an "not yet agreed" amendment (to be voted on later). If there are disagreements from any of the delegates on a revision, the revision will be deleted and the original amendment will be voted on as "not yet agreed" during the voting process.

**Differences in Practice between JUEMUN , other MUNs & the UN Rules of Procedure**

R of P	JUEMUN	Other MUNs	UN
The Flow of Debate	Formal Session (Speakers List) and Informal / Informal Informal Consultations (lobbying) are interchanged, and then Action Phase (voting or adoption by consensus).	Formal Meeting (Speakers List) and Informal Meeting (lobbying) are interchanged, and then Action Phase (voting or adoption by consensus).  OR  3 phases: Formal Meeting (Speakers List), Informal Meeting (lobbying), and Action Phase (voting or adoption by consensus)	3 phases: Formal Meeting (Speakers List), Informal Meeting (lobbying), and Action Phase (voting or adoption by consensus)
Addressing the Chair	Honorable Chair	Honorable Chair (Mostly) or Mr/Madame	Mr/Madame
Speakers List	1st speech designated by Bureau	Not designated by Dais/Bureau (Most MUNs use Dais)	
Time Limit on Speeches	Time Limit of 60 seconds.	Set time Limit 60-120 seconds	No time limit
Working Groups	<ul style="list-style-type: none"> <li>● Designated both Regional Bloc and Committee Working Groups</li> <li>● Called Informal Informal Consultation</li> <li>● Each JUEMUN Committee and Regional Bloc has a trained facilitator</li> <li>● Submitted once to the Bureau for critiquing at the end of the first day</li> <li>● WP are not merged</li> </ul>	<ul style="list-style-type: none"> <li>● Groups mostly free, sometimes designated</li> <li>● Called moderated caucus or Informal Informal Debate / Consultations</li> <li>● Group leaders emerge naturally</li> <li>● Have to usually be submitted 2-3 times to the Dais for critiquing before they can be accepted as a DR</li> </ul>	<ul style="list-style-type: none"> <li>● Not designated</li> <li>● Called Informal / Informal Consultations</li> <li>● Merging of proposals</li> <li>● Designated format for constructing DRs</li> </ul>

	<ul style="list-style-type: none"> <li>• Designated format for constructing DRs</li> </ul>	<ul style="list-style-type: none"> <li>• Merging happens on most working papers where ideas overlap.</li> <li>• Sometimes the Dais/Bureau wants the committee to merge all of their working papers.</li> <li>• Designated format for constructing DRs</li> </ul>	
Motions	<ul style="list-style-type: none"> <li>• Chair controlled because of time</li> <li>• State whether Committees or Regional Blocs will be meeting in Informal Informal Consultations</li> </ul>	<ul style="list-style-type: none"> <li>• More or less controlled by the Chair</li> <li>• Suspensions no reason is given. Delegates are expected to know.</li> </ul>	
Points	<ul style="list-style-type: none"> <li>• Point of order</li> </ul>	<ul style="list-style-type: none"> <li>• Points of Information, Order, Personal Privilege, and Inquiry</li> </ul>	<ul style="list-style-type: none"> <li>• Point of order</li> </ul>
Table a DR	<ul style="list-style-type: none"> <li>• No signatories outside Committee needed</li> <li>• Tabling without negotiation with other committees.</li> <li>• Revisions through amendments after tabling</li> <li>• No signatories needed</li> <li>• Committee (Designated Working Group) submission</li> </ul>	<ul style="list-style-type: none"> <li>• Need signatories.</li> <li>• Signatories are collected by meeting informally and summarizing the points of the working paper.</li> <li>• Tabled by working group</li> <li>• Working group any size</li> <li>• Tabling without negotiation with other committees looking at the working paper.</li> </ul>	<ul style="list-style-type: none"> <li>• No signatories needed</li> <li>• Any member may submit; sovereign right.</li> <li>• Informal negotiation before or after tabling</li> </ul>



<p>DR Parts</p>	<ul style="list-style-type: none"> <li>• Clauses</li> <li>• No plagiarism</li> <li>• Although documentation issued by the UN is considered within the public domain, JUEMUN does not allow the verbatim reproduction of these documents.</li> <li>• Co-negotiated and written in consultation (unless decided otherwise)</li> </ul>	<ul style="list-style-type: none"> <li>• Clauses/ Paragraphs</li> <li>• No plagiarism</li> <li>• Co-negotiated and written in session or written outside of the session</li> <li>• Prewritten (MUN in a Box)</li> </ul>	<ul style="list-style-type: none"> <li>• Called Paragraphs</li> <li>• Self-plagiarism allowed</li> </ul>
<p>Substantive Voting</p>	<ul style="list-style-type: none"> <li>• Assumed that the draft resolution will be adopted by consensus and it is only when consensus does not emerge that the committee moves to voting</li> <li>• No division of the question (Divide the proposal)</li> </ul>	<ul style="list-style-type: none"> <li>• Assumed that the draft resolution will be adopted by consensus and it is only when consensus does not emerge that the committee moves to voting</li> <li>• Division of the question (Divide the proposal)</li> </ul>	<ul style="list-style-type: none"> <li>• Assumed that the draft resolution will be adopted by consensus and it is only when consensus does not emerge that the committee moves to voting</li> <li>• Can divide the proposal</li> <li>• At the UN all tabled draft resolutions will be adopted without a vote. If it becomes clear that a resolution does not enjoy a consensus, the sponsor of the draft resolution can inform the chair that <b>there is no consensus on the draft</b> and request a vote. Or the sponsor can also propose to adopt the draft resolution by consensus with knowing that not everybody fully agrees on the draft. Then, those who do not agree on the draft need to</li> </ul>

			request a vote from the floor. They can also request a "separate vote", with which only the relevant paragraph will be voted. Or they can request amendments.
Position Papers	<ul style="list-style-type: none"> <li>• Format controlled</li> <li>• No plagiarism</li> <li>• No citations/ written like a policy statement from a foreign ministry</li> <li>• Written on the 4 topics of the agenda.</li> <li>• 2 pages</li> </ul>	<ul style="list-style-type: none"> <li>• Format controlled</li> <li>• No plagiarism</li> <li>• No citations/ written like a policy statement from a foreign ministry.</li> <li>• Written on the agenda(s)</li> <li>• 2 pages usually</li> <li>• Formats differ</li> </ul>	NA
Amendments	<ul style="list-style-type: none"> <li>• Clauses are read line-by-line in Regional Blocs and make amendments on operative clauses that then become tabled.</li> <li>• "Agreed" amendments are adopted by Committees and "not yet agreed" are revised. If an amendment remains "not yet agreed" it is voted on.</li> <li>• In JUEMUN, there is only one chance for revisions after amendments have been made.</li> </ul>	<ul style="list-style-type: none"> <li>• Amendments are made in writing only on operative clauses and then tabled with a designated minimum number of signatories. They are discussed with sponsors. "Agreed" amendments are adopted and "not yet agreed" are voted on in the final voting procedure</li> </ul>	<ul style="list-style-type: none"> <li>• Paragraphs are read line by line in informal and amendments are made in formal informal</li> <li>• There are no amendments, rather (agreed) on paragraphs (clauses) where consensus has been reached</li> <li>• Texts go through several readings and negotiation to develop the text.</li> </ul>