



MUN Bilbao
Rules of procedure

Before reading:

- 1) These rules apply to both committees/councils and General Assembly.
- 2) The rules of MUN Bilbao 2019 conference are the ones stipulated in this document and therefore no others can be accepted.
- 3) Every chair/president must know the rules.
- 4) Every committee/council as well as every delegate will be given a copy of this document. Furthermore, a copy will be uploaded to www.mun-bilbao.com.
- 5) If, for any reason, a problem with the rules arises at any committee/council, the chair can report it to the President of the General Assembly.
- 6) A separate document will be given with the procedure for resolutions.

POINTS

Point of personal privilege: this point may be raised by any delegate and must be related to personal matters. This point may not interrupt the speaker unless it is raised regarding audibility. No objections.

Point of information to the speaker: this point may be raised by any delegation wishing to make a question to the speaker. It is up to the delegate's choice to open himself to points of information. Once opened, it is the chair's responsibility to recognize or not the delegate. To ask a follow-up, the delegate must first ask the chair, who can refuse it. The delegate's point must be referred to the topic debated. Direct dialogue between delegates is not permitted. The point must be in the form of a question.

Point of inquiry: this point may be raised by any delegate. This point can only refer to proceedings, or requests concerning the topic being debated. This point cannot interrupt the chair and can only be asked when the chair has the floor. The point must be in the form of a question.

Point of order: Points of order are used when delegates believe the chair has made an error in the running of the committee. Delegates rising to points of order may not speak on the substance of the matter under discussion. They should only specify the errors they believe were made in the formal committee procedure. The chair will decide then what they do. The PGA shall be called if the chair does not have a clear decision.

Right to reply: may only be raised by a delegate that was mentioned by the Speaker in a manner they consider offending, either personally or on behalf of their country or religious beliefs. This Point may not interrupt the Speaker. Exclaiming "Right of Reply" along with raising the placard is acceptable when raising this Point. The Right of Reply shall consist of a short, factual statement and may include a demand for an apology. The Speaker will then be asked if they wish to apologize.

MOTION

Motion to suspend the meeting: this motion shall be raised by any delegate. Suspending the meeting means calling for a unmoderated caucus. When moving to suspend the meeting, delegates should specify the purpose for and the length of the suspension. This motion cannot be objected by other delegates. It is up to the chair to decide whether not to approve it or not.

Motion to move to close debate: this shall be raised by any delegate and requires a second. This motion stops open debate and the floor will be open for two speeches, one in favour and one against. In this speeches neither points of information nor yielding the floor are allowed. After the speeches, the committee will move to voting procedure. This motion can be objected by any delegation. The chair can object.

Motion to extend debate time: this motion shall be raised by any delegate wishing extend debate time. The chair will decide whether to approve it or not. Objections are not permitted.

Motion to move to voting procedure: this motion shall be raised by any delegate and requires a second. If any delegate wishes to object, the delegate must then explain the reason of their objection. The chair will have no discretion.

Motion to appeal the chair's decision: This motion shall be raised by any delegate and it is made when a delegate feels that the chairperson has made an incorrect decision. The appeal must first be made in writing.

Motion for a re-vote: this motion shall be raised by any delegate and requires a second. The chair cannot object and objections from delegates are not allowed.

Motion to extend points of information: shall be raised by any delegate and requires a second. If there are objections the motion will not pass. If there are not objections the chair will decide to accept it or not. It cannot be raised by the speaker.

Motion to divide the house: shall be raised by any delegate and objections are not allowed. The chair will have no discretion. Once approved, a new voting will be made and all delegates must vote either FOR or AGAINST.



Motion for a Re-Vote – Explanation

- Calls for a re-vote of a resolution that has already been discussed (adopted or rejected)
- Should only be entertained if there are no other resolutions pending for debate
- Only necessary if no other draft resolutions on the issue are present
- Needs two-thirds majority
- Not debatable

PARLIAMENTARY PROCEDURE

Voting

Amendments: Votes on amendments are procedural votes and as such all delegates must vote either for or against. No abstentions are allowed. In GA amendments will not be entertained. In Committee, amendments can be dismissed by chairs for being inappropriate or irrelevant.

The votes for and against must be higher than the number of abstentions. If this is not fulfilled, the resolution does not pass.

If a vote is tied, then the amendment/resolution does not pass

Yielding:

A yield Chain can only include 3 delegates. All delegates in a yield chain must be from different schools.

Behaviour

Dress Code: All delegates must be in appropriate dress when speaking, and all speakers should have their jackets on when speaking.

Parliamentary Language

- All language should be appropriate to debate.
- Swearing is not permitted
- Declaring war is not permitted
- Expressing personal points of view is not permitted.