

Rules of Procedure JASMUN 2025



1. FOREWORD

These Rules of Procedure have been drafted explicitly for the Jasienica Model United Nations 2025 (JASMUN 2025) conference. They have been based on the Rules of Procedure of previous editions of JASMUN. They outline guidelines and rules for participants to follow throughout the conference. The reproduction or reuse of these rules is strictly prohibited unless granted through permission by a member of the Secretariat of JASMUN 2025.

They are to be followed at all times throughout the conference and apply to all participants. The final interpretation of these rules is reserved for the Secretary-General, the President of the General Assembly, and the Head of Academics. Violating and not abiding by these rules can result in the expulsion of the participant from the conference. Furthermore, the Secretary-General, the President of the General Assembly and the Head of Academics reserve the right to modify the Rules of Procedure at any time throughout the conference.

2. CODE OF CONDUCT

2.1. Official language

The official language of the conference is English. Delegates may use any of the other official languages of the UN, the official language of the country they are representing or any other language or dialect that fits their role, provided they are able to provide an immediate translation for the rest of the committee. While in formal committee sessions, Delegates must refer to themselves in the third person (i.e. *It is the Delegate's view that...*), or the plural form of the first person (i.e. *We firmly believe that...*), as they are representatives of countries, non-governmental organisations, or legal persons - they

speak on their behalf, not their own. Furthermore, they are to refer to their fellow Delegates as *the Delegate* or *they* (i.e. *Does the Delegate think that..?*). An exemption to that rule applies to the proceedings of the European Council and of the International Criminal Court (see: 8.3 and 8.4). The Chairs should be addressed as *Chairpersons*, *Chairman*, *Chairwoman*, *Chair Board* or *Chair [name]*, while the Secretariat members as *Mr.* or *Miss.* followed by their official title. Delegates may use first person singular while addressing themselves or each other during lobbying time.

2.2. Use of electronic devices

During the Jasienica Model United Nations 2025, Delegates may use electronic devices, such as phones, computers, or tablets, only for research and strictly for committee work purposes. All electronic devices are to be put in *silent* or *do not disturb* mode throughout the committee sessions. If the Delegate does not comply with this rule, they will be punished by the Chair Board or the Secretariat.

2.3. Attire

The official attire of Jasienica Model United Nations 2025 is Western Business Attire, one should keep in mind to choose strictly formal attire. Evening wear such as gowns, cocktail dresses, or tailcoats do not adhere to these standards.

Plagiarism

Plagiarism of any work required for the conference is strictly prohibited. Such work includes but is not limited to: position papers, speeches, resolution clauses, study guides, etc. Furthermore, this rule includes the use of Chat GPT, or any other AI generators, for the aforementioned purposes. Any instance of plagiarism noticed by the Chairpersons of a committee is to be reported to the President of the General Assembly, the Head of

Academics o, who will decide the appropriate disciplinary measures according to the Code of Conduct point 6.

2.4. Harassment and Bullying

Participants of the conference must show respect to all Delegates, Chairpersons, Members of the Secretariat, Staff, Supervisors, or any other party involved in JAS MUN 2025 at all times. Furthermore, any form of discrimination will not be tolerated (racism, sexism, transphobia, homophobia, xenophobia, etc.), bullying, or harassment of any kind. If any participant of the conference is shown to have violated this rule, an appropriate motion (see 6.20 *Motion to censor*) the Secretariat reserves the right to punish them or have them removed from the conference according to the Code of Conduct point 6. Any instance of such behaviour is to be reported to the Secretariat. If the offence is severe, repeated, or does not stop upon warning from the Chairpersons, the President of the General Assembly, or the Head of Academics, must be notified.

2.5. Punishments

Participants of the conference who do not abide by the Rules of Procedure can be subject to punishment under the discretion of the Chairboard or the Secretariat. Punishments for more severe or repeated offences include being removed from consideration for any awards or being removed from the conference entirely (which entails not being able to further participate in any committee sessions or General Assembly, not being able to attend the social event, and not obtaining any awards or a certificate of participation). The Secretariat reserves the right to remove any participant from the conference if they do not obey the Rules of Procedure. The punishments chosen by the Chairpersons or members of the Secretariat must not be degrading, discriminatory, or hateful in nature. If the Delegate feels the punishment they have been given does not comply with the aforementioned conditions, is uncomfortable with their punishment, or feels they are being punished unjustly, they may appeal to the Secretary-General, President of the General

Assembly, or the Head of Academics, , who will decide on how to proceed, and whose word on the matter will be final.

2.6. Use of Substances

During the conference, the use of any kind of illegal substances and non-prescribed medication is strictly prohibited. Moreover, smoking or drinking alcohol during formal debates is a basis for punishment or expulsion from the conference according to the Code of Conduct point 6. If a Delegate is found to show up to the conference intoxicated, they are to be removed from the committee session by the Chairboard and the Secretariat is to be notified. This rule will be strictly enforced by the Secretariat with no exceptions.

3. PARTICIPANTS

3.1. Secretariat

The Secretariat is the collective name for the Secretary-General, the President of the General Assembly, the Head of Academics, the President of the Crisis Team, as well as all other Heads and Members of their Teams. The decisions or measures taken by any member of the Secretariat are final and are not to be questioned by any participant of the conference. The Secretariat may be approached at any time during the conference, should any procedural questions arise.

3.2. Editing Panel

The Editing Panel is a board of Secretariat Members and specialists, responsible for reviewing and editing all resolutions submitted by the Committees after the lobbying time has elapsed. The main purpose of the Panel is ensuring compliance with the Resolution Writing. Any participant may contact the Panel during the conference through the use of page notes. For any formatting questions see 4.2 Resolution Guide. The Editing Panel reserves itself the right to edit the Draft Resolutions at any stage of their creation.

3.3. Chairpersons

The Chair Board, also known as “the Presidency” in the Security Council, the Crisis Committee, the European Council, and the International Criminal Court, are participants selected by the Secretariat to conduct the committee proceedings during the conference. Their responsibilities include writing the Study Guides, enforcing the Rules of Procedure during committee sessions, providing guidance for the Delegates, and facilitating and moderating the debates. For each Committee there will be either two or three Chairpersons assigned.

3.4. Delegates

Delegates are the official representatives of countries recognized by the United Nations. They are obliged to speak on behalf of the state they are representing, not their own, and act in its best interest. Delegates are to thoroughly research their policy and represent it during committee proceedings. They are also to provide the Chair Board and their committee with a Position Paper, as well as any additional documents requested by the Chair Board or the Secretariat, in a given timeframe. Not providing such documents may disqualify the Delegate from participating in the conference. Delegates must be present during the General Assembly, the Opening and Closing Ceremonies, and all the committee sessions. If the Delegate does not obey this rule, they may be punished according to the Code of Conduct.

3.5. Observers

The observers are official representatives of countries or legal persons that have the status of non-member representatives in the United Nations. They can also represent international non-governmental or intergovernmental organisations. The observers are subject to the same rules as the Delegates, however, not being full members of the United

Nations, they cannot declare themselves *present and voting* during the establishment of the Quorum, take part in substantive voting, or sponsor the Resolution.

3.6. Ambassadors

Ambassadors are the official representatives of the countries present in the Security Council and are subject to the same rules as other Delegates. They are also Head Delegates of the country's whole delegation. They are therefore responsible for ensuring compliance with their country's policy and hold the power to overrule decisions made by Delegates of their represented states. If any ambassador misuses or abuses their power, they may be punished under the discretion of the Presidency or the Secretariat.

3.7. Pages

Pages play an essential supporting role in the JASMUN conference, contributing to the efficiency of debates without actively participating in them. As part of their duties, they facilitate registration, deliver page notes - a written communication method that minimizes interruptions during committee sessions - and perform other administrative tasks. They are responsible for providing Delegates with the necessary materials and information for the conference. By fulfilling these responsibilities, pages help ensure the smooth run of the conference and that Delegates can focus on substantive discussions. Pages work under the Head of Pages, who is responsible for their productivity and well-being. Pages are to be treated with respect and kindness, as any other member of the conference. Any acts of disrespect or abuse towards the Pages will not be tolerated and is subject to punishment by the Chair Board or the Secretariat under the Code of Conduct.

4. DOCUMENTS

4.1. Study Guide

The Study Guide is a research document provided by the Chair Board and the Secretariat for a specific committee. Delegates access Study Guides at least one week before the start of debates through Facebook groups. Delegates should remember that the provided document is only the basis for further research and a set of directions on how to conduct further research and must not be the Delegate's only source of information. This document should be provided by the Chair Board and is created under the supervision of the Academics Team of the Secretariat.

4.2. Resolution Guide

The Resolution Guide is a document provided to the delegates by the Secretariat prior to the conference. Its aim is to present all the formatting standards applicable to the resolutions submitted at the JASMUN conference and help delegates in creation of their Draft Resolutions. It contains a list of preambulatory clauses, operative clauses, and committee-specific clauses, as well as example resolutions for the standard formatting, the Crisis Committee, the European Council, and the International Criminal Court formats.

4.3. Position Paper

The Position Paper (the PP) is a document which should be provided by each Delegate in each committee before the start of debates. This document should present the represented country's position on the discussed topics. Delegates should also provide ideas for resolving the debated topics in their Position Papers. Delegates need to address every topic debated by a committee in their Position Paper, the word count per topic being 300-500 words. The Chairpersons ought to check the PPs before they are available to the whole committee. The Position Paper's structure, content, as well as formatting, and the time of their submission, will be all taken into consideration when awarding the Delegates.

4.4. Policy Statements

Policy Statements are speeches given by Delegates every time a new agenda is being set by the Chairboard. Their aim is to summarise a Delegate's Position Paper (specifically the part) and provide possible solutions for resolving the topics debated by a committee. The default time for a Policy Statement is set not to exceed 90 seconds. Delegates should focus on the topic being discussed during the current session in their speeches. Notably, no questions are allowed to Policy Statements, it is advised for them to remain concise and strictly focused on each countries' ideas for resolution clauses.

4.5. Opening Speech

Opening Speeches are essentially Policy Statements, with a few key differences. They are given by Ambassadors during the General Assembly (GA) lasting a maximum of 90 seconds unless an appropriate motion is adopted (see:). They should be focused on the particular Security Council topic, which will be specified as the agenda of the GA by the President of the General Assembly beforehand. The agenda of the GA will be provided on the Security Council committee Facebook group at least a week prior to the conference. Additionally, POIs are allowed for Opening speeches with their default number set to 3. Once all Delegates of the Security Council have given their Opening Speeches, Policy Statements on the same topic will not be entertained in the committee. This however remains amendable under the discretion of the Security Council Presidency.

4.6. Working Paper

Is a document crafted by the Delegates during the lobbying time (see: 7.5 *Lobbying*). It should contain their ideas for Operative Clauses that a given Committee or other Body should implement. Working Papers should ideally follow from the beginning the Resolution writing guidelines provided in the Resolution Guide and adhere to the meritorical standards of a United Nations Body.

4.7. Draft Resolution

A Draft Resolution is a resolution that has not yet been voted upon by the committee but is ready to be voted upon. It should contain solutions upon which the Main Submitter and Co-Submitters have agreed upon during the committee sessions, especially during lobbying. For it to be introduced to has to satisfy the following conditions:

- a. It has at least 1 and no more than 3 Submitters,
- b. It has the support of at least $\frac{1}{3}$ of all delegates present in the Committee (which should be demonstrated by those Delegates becoming Signatories),
- c. It has been provided for the Chairboard by 1 Main Submitter (for the role of Main Submitter see: 7.6 *Main Submitter speech* and 7.14 *Main Submitter and Co-Submitters*),
- d. It has been approved by the Editing Panel,
- e. It has been selected by the Chairboard for further discussion;

4.8. Consent Forms

The Delegates and Chairpersons are required to submit consent forms that will be specified and provided before the conference. Not granting the signed consent form will prevent the participant from taking part in the event and receiving a certificate of participation. Any other documents required for the conference may be requested by the Secretariat further on or during the conference.

5. POINTS

Points are tools which may be used by Delegates to engage in debate with other members, inquire about the technicalities of a debate, or ensure that discussions proceed orderly. Delegates may raise a point during debates, provided that it does not interrupt a

voting procedure or the chair speaking. They may do so by raising their placard and stating, once recognised either by the Chairboard or the President of the General Assembly, the name of the point and its nature (i.e. *Point of Order. Is it in order...?*). The Chairboard shall take action required by the Points before recognising any Motions or Speakers. The following points are presented in order from most to least disruptive and should be recognised in that way.

5.1. Point of Personal Privilege

A Point of Personal Privilege may be raised if a Delegate is experiencing discomfort that prevents him from fully partaking in the debates. For instance, it may be used by Delegates to ask for permission to leave the room or raise issues regarding either the audibility or visibility of crucial aspects concerning the debate on the floor. This is the only Point that may interrupt the speaker currently on the floor. However it is advised for Delegates to refrain from doing so in non-urgent situations.

5.2. Point of Order

A Point of Order may be raised by a Delegate if they believe the Rules of Procedure were or are being violated, ignored, or misinterpreted. In such cases, the Chair Board must rule whether any violation took place and ensure that the proceedings continue according to the Rules. If the Delegate objects to the Chair Board's decision they have the right to appeal it through the Motion to Appeal (see: 6.3 *Motion to Appeal*). Subsequently, the Secretary-General, President of the General Assembly, or Head of Academics will determine whether the Chair Board's decision was appropriate.

5.3. Right of Reply

A Point of Reply may be raised if the Delegate feels that the sovereignty or territorial integrity of their country is being threatened in a speech given on the floor, or when they feel offended by another delegation's factually incorrect statement made about their

country's culture and traditions. The acceptance of this point is subject to a decision of the Chair Board, but should any ambiguities arise, the President of the General assembly or Head of Academics can be consulted. This point cannot interrupt a speech and should be raised after the floor is yielded. Rights of Reply cannot be raised to Points or Motions. If the Chairboard accepts the Right of Reply, the Delegate subject to the Point is to provide a formal apology. The Chairboard is to decide whether they deem the apology sufficient, or if it needs to be rephrased or repeated. When a Delegate refuses to give a formal apology or rephrase an unsatisfactory one, they are subject to a punishment. Additionally, that Delegate's respective Ambassador will be called for to consult with the Delegate and offer an apology in their stead.

5.4. Point of Parliamentary Inquiry

A Point of Parliamentary Inquiry may be raised if the Delegate is unsure about the interpretation of the Rules of Procedure during the debates. The Chairpersons are to provide the Delegate with a clear answer to their inquiry. If the Chairpersons are unable to answer, the Secretariat ought to be consulted.

5.5. Point of Information

After each speech concludes, the Speaker must yield the Floor to the Chairboard. The Chairs should then ask the Speaker if he is open to any Points of Information (POIs). A POI may be raised to ask a question to the speaking Delegate. The Delegate may state that he is either "Open" or "Closed". If he chooses the latter, there will be no POIs entertained unless an appropriate motion is approved (see: *Motion to Open the Delegate to POIs*). In case the Delegate is "Open" the Chairboard will ask Delegates present "Is there any delegation wishing to ask a POI?". Once every POI is raised the Chairs will select the default number of them to be asked.

The default number of POIs varies depending on the type of speech they are given to, in the following manner:

- a) 0 to Policy Statements,
- b) 2 to Opening Speeches,
- c) 3 to the Main Submitter speech (see: 7.6 *Main Submitter speech*),
- d) 3 to Amendments proposed,
- e) 2 to Speeches in favour/against (see: 7.11 *Speeches*);

Mind you, the default number of POIs may be altered with an appropriate motion raised (see: 6. *Motion to Extend the Number of POIs*).

5.6. Point of Information to the Chair

A Point of Information to the Chair may be raised by a Delegate when they wish:

- a) to deliver a speech in favour of a Draft Resolution on the floor,
- b) to deliver a speech against the Draft Resolution on the floor,
- c) propose an amendment of the first or second degree (for exact procedure see: 7.12 *Amendments*)

Points of Information to the Chairs should be raised after the current Speaker on the floor has concluded, the same time as standard POIs. Significantly, they do not count within the default limit of POIs and should be recognised by the Chairboard only once the default number of POIs has been exhausted.

6. MOTIONS

The purpose of Motions is to structure the debate, guide the discussions on the Floor, and address specific topics or issues within the session. They help maintain order, ensure fairness, and enable Delegates to focus their arguments and proposals effectively. Similarly to Points, once raising a motion, a Delegate must, firstly, state the name of the motion and, secondly, its nature. Some Motions can be seconded and objected. Seconds and objections can be expressed by the Delegates by simply raising the placard when asked by the Chairboard. If there are both seconds and objections, the Committee votes upon the Motion with a simple majority required for the Motion to pass. Should multiple motions be raised at the same time, the Chairboard should recognise them in the following order, from most to least disruptiveL

6.1. Motion to Establish the Quorum

This Motion is to be raised at the beginning of any formal committee sessions. It passes automatically, and cannot be disregarded by the Chairpersons. After this motion passes, a Roll Call will be conducted, during which Delegates shall state whether they are *present* or *present & voting*.

6.2. Motion to Challenge the Quorum

This Motion ought to be raised after breaks and at the beginning of the debates on the second and third day and cannot be objected or seconded. After this motion passes, a Roll Call is to be conducted, during which Delegates state whether they are *present* or *present & voting*. This motion passes automatically under the discretion of the Chairboard.

6.3. Motion to Appeal

This Motion should be raised by a Delegate who feels a decision made by the Chairpersons violates the Rules of Procedure, or believes the Chairperson's decision is unfair. The Chairboard cannot overrule such a Motion. After the Motion to Appeal is raised, the Chairs are to conduct an obligatory voting procedure on the matter. If at least

50% of the present Delegate and Observers support the Motion, the President of the General Assembly or Head of Academics should be called to settle the appealed case. In case a Chairboard's decision is appealed to successfully, its effects are longer binding. The decision of the PGA or the Head of Academics are final.

6.4. Motion to Set the Agenda

Once the Roll Call has been conducted, a Motion to Set the Agenda should be raised. The Delegate raising the motion should specify which of the two topics discussed by the Committee, would they like the House to focus on. A Motion to Set the Agenda passess automatically under the discretion of the Chairboard. However, should there be multiple Motions to Set the Agenda raised, the Chairboard should ask all Delegates raising the Motion to state their proposed agendas and then conduct a voting by acclamation on adopting each of the given agendas in order of their recognition. Once an agenda receives a simple majority, other Motion Set the Agenda should not be voted upon and the Committee should proceed with the Policy Statements on a given topic. A motion to Set the Agenda may be raised at the beginning of the General Assembly session. Mind you, it should concern the topic established as the Agenda of the General Assembly (see: 4.5 *Opening Speeches*)

6.5. Motion to Explain the Vote

This Motion can be raised by any Delegate who feels another Delegate's vote was not in compliance with their country's policy, or if they have doubts regarding the cause for their vote. It is to be considered by the Chair Board or Secretariat, and if passed under their discretion, obliges the concerned Delegate to explain and justify their vote. There are no Points of Information, objections or seconds to the explanation.

6.6. Motion to Change the Vote

This Motion can be raised immediately after a response to the Motion to Explain the Vote has been provided. If the provided response has been deemed unsatisfactory their vote may be changed. This motion passes under the discretion of the Chair Board or the Secretariat.

6.7. Motion to Split the House

This Motion may be raised if a clause, amendment, or draft resolution does not pass due to a significant number of abstentions. This motion requires a simple majority to pass. However, it may be automatically failed under the discretion of the Chair Board or the President of the General Assembly. Once adopted, it entails another voting procedure by roll call, in which abstaining is not possible for anyone with voting rights.

6.8. Motion for a Follow-Up

This Motion may be raised by any Delegate who raised a Point of Information and received an answer from the Speaker on the Floor. The Decision upon passing this Motion is subject to the decision of the Chairboard. If passed, it has to be a brief follow-up question to the matter being currently discussed. Significantly, it should not be formulated in the form of a statement. The speaker may then answer such questions in the same manner as Points of Information are addressed (it must be noted that the speaker on the floor must always have the final say). No more than one Motion for a Follow-Up may be raised by one Delegate during a POI session. It is advised for the Chairboard to strictly distribute the Follow-ups, minding the time constraints.

Only 2 Follow-ups can be granted to a Speaker on the Floor. The Chairboard reserves the right to interrupt any Follow-up if it proves to be a statement, has no substantive input into the proceedings of the debate, or has been already asked and answered.

6.9. Motion to Open the Delegate to Points of Information

This Motion may be raised if a Delegate states that they are “closed” to Points of Information (POIs). It requires an approval from the Chairboard or the President of the General Assembly, and two seconds to pass. It allows for POIs to be asked to the Delegate who is subject to the motion. If the Delegate still refuses to respond, they may be subject to punishments under the discretion of the Chairboard or the President of the General Assembly.

6.10. Motion to Extend the Number of POIs

This Motion may be raised only once the default number of POIs has been exhausted and the Floor is declared by the Chairboard open to any motions. It allows for an extension of the number of POIs asked to the current Speaker on the Floor. The maximum extension is 5 additional POIs. However, the Chairboard should be advised to refrain from recognising too many POIs due to time constraints. This Motion passes automatically under the discretion of the Chairboard. The Chairboard reserves the right to amend the number of additional POIs suggested by the Delegate raising the Motion.

6.11. Motion to Change the Time per Speaker

This Motion should be raised before the start of a speech. The Delegate raising the Motion should specify the duration he would like to extend a given speech to. This Motion requires two seconds and may be failed under the discretion of the Chairboard.

6.12. Motion to Let the Delegate Finish

This Motion may be raised once the Speaker on the Floor has exhausted the time provided, and yet has not concluded. It cannot be raised by the Speaker themselves and passes automatically under the discretion of the Chairboard. It provides the Speaker with additional 20 seconds to conclude. However, this extension should not be overused. It is preferable to raise a Motion to Change the Time per Speaker beforehand, rather than Motion to Let the Delegate Finish.

6.13. Motion to Provide/Cite the Source

This Motion may be raised by a Delegate who wishes to know the source of any fact another Delegate has cited in their speech. It is adopted under the discretion of the Chair Board, and if passed, obliges the Delegate that stated a concerned fact to provide the source for the whole committee within 20 minutes, in the form stated by the Chair Board. If the source is not considered valid by the Chair Board, the Delegate may be punished according to the Code of Conduct. Significantly, the Motion to Cite a Source cannot be raised to a stated non-factual opinion.

6.14. Motion to Be Moved Down/Up the General Speakers' List

This Motion can be raised by a delegate while the House entertains a round of Policy Statements or Opening Speeches (during the GA). The Delegate that raised the motion has to state whenever they wish to perform their speech. This Motion may be raised only after a previous speech has concluded. During one committee session, a Delegate may only raise this motion only once. Its adoption is subject to the Chairboard's decision.

6.15. Motion to Consult the Whole

The default Flow of the Debate is Open Debate (see: 7 *Flow of the Debate*). It may however be interrupted by a raised Motion to Consult the Whole. For it to be adopted it requires a simple majority and needs to be approved by the Chairboard. The Delegate raising the motion must specify a topic, or an operative clause they want to focus on. It is advised for the Chairboard to allow only for very specific Motions to Consult a Whole.

Once passed, every Delegate in alphabetical order is given 60 seconds unless an appropriate motion is raised (see: Motion to Extend the Time per Speaker) to deliver a brief statement on the provided topic. No POIs are allowed to give speeches in this format. The Motion to Consult the Whole may not be terminated, unless an appropriate motion (see: Motion to Terminate Lobbying) has been unanimously approved by the

Committee (so as to give every Delegate a chance to speak). Only one Consultation of the Whole in a row may be introduced, meaning that following its end the Committee must proceed with Open Debate. A Consultation of the Whole may not be followed immediately by Motion for a Moderated Caucus. This however remains amendable under the discretion of the Chairboard in urgent situations. A Motion to Consult the Whole may only be raised once the Floor is declared open to any motions.

6.16. Motion for a Moderated Caucus

This Motion can be raised both during the lobbying time (see: 7.2 *Lobbying time*), when a delegate believes that an important matter needs to be established in a moderated way, before the resolution writing process can take place, and during the Open Debate. This motion passes under the discretion of the Chair Board, but must receive a simple majority in the Committee. The Delegate raising the Motion must specify the duration of the Caucus, the time per speaker, its topic and whether they want to be the first or the last speaker. Significantly, the total duration of the caucus, with all its extensions, may not exceed 20 minutes. A Moderated Caucus should be, similarly to the Motion to Consult the Whole, topic-focused.

Once adopted, the Committee moves from the Open Debate format to a Moderated Caucus. The floor is open to any Delegates wishing to deliver a speech. They may do so by raising their placards and receiving in turn recognition from the Chairboard. There is no limit to the number of times a Delegate may take the floor, unlike in the Consultation of the Whole format.

6.17. Motion to Terminate the Moderated Caucus/Lobbying

This Motion may be raised when a Delegate believes the Moderated Caucus or Lobbying Time the Committee is currently in is no longer productive. This Motion requires a simple majority for it to be adopted.

6.18. Motion to Extend the Moderated Caucus or Time in Favour/Against or Lobbying

This Motion may be raised by a Delegate when the time allocated for the Moderated Caucus, Lobbying Time, or Time in Favour/Against has elapsed. When raising the motion the Delegate has to state the duration of the extension. The maximum possible extension is by half of the initial time. It requires a simple majority to pass and is subject to Chairboard's approval. The Consultation of the Whole may not be extended.

6.19. Motion to Move Into Time Against

This Motion may be raised during the time in favour of the resolution/amendment. It cannot however interrupt the current Speaker and may be raised only once the POI discussed on the Floor has been answered. It requires a simple majority to pass and has to be approved by the Chairboard. It is advised that the Chairboard refrain from approving this Motion if the ongoing debate in favour of the Resolution is substantive. Once adopted the time in favour elapses and the Delegate who raised the motion may approach the Floor and deliver a speech against.

6.20. Motion to Table an Amendment/Resolution

This Motion can be raised by a Delegate at any point during the debate regarding an amendment/resolution. It is subject only to objections. If there are no objections the motion passes and the amendment/resolution fails before moving to the voting procedure. The Chairboard reserves the right to conduct voting by acclamation to confirm that the motion has passed.

6.21. Motion to Move to Voting Procedure

This Motion should be raised only in Time Against when a Delegate wishes to conclude this section of the debate and immediately enter the voting procedure. It requires a

simple majority to pass and has to be approved by the Chairboard. It is advised that the Chairboard refrain from approving this Motion if the ongoing debate against the Resolution is substantive.

6.22. Motion to Divide the Question

This Motion entails voting upon the resolution in parts. How the document should be divided shall be specified by the Delegate raising this motion. If it is not specified, but the motion still passes under the Chair Board's discretion, the preambulatory and operative clauses should be voted on separately.

6.23. Motion to Vote Clause by Clause

This Motion can be raised by a Delegate who wishes to vote upon the proposed resolution clause by clause separately. For the clauses to pass they must have a simple majority; however, the resolution must still be voted upon as a whole, with a simple majority being a decisive vote. This motion may not be raised in the Security Council (SC), as the SC's resolution should always be voted on by separate clauses.

6.27. Motion to Vote by Roll Call

This Motion can be raised when the Committee is moving into voting procedures, or when the results of a vote conducted by acclamation are unclear. It requires a simple majority and Chairboard's approval to pass. If adopted, the Chairboard has to conduct a vote by roll call. Mind you, this Motion can be adopted while voting upon a Draft Resolution, since its default voting procedure is already a roll call.

6.24. Motion to Censor

This Motion may be raised by any Delegate who feels another participant of the debates has somehow violated the Rules of Procedure, or is consistently disrupting the flow of the debates. The motion needs at least two seconds to be considered by the Secretariat. If

censored, the Delegate is banned from participating in the debates for an amount of time decided by the Chairs not exceeding 30 minutes; this, however, does not curb their ability to vote. If there is a need to censor a Delegate more than once during a single committee session, or if there is a need to censor them three times during the day, it is recommended the Chair Board contact the Secretariat for them to take further disciplinary measures. Any Censored Delegate may raise the Motion to Appeal if they consider the Chairboard's decision unfair.

6.25. Motion to Suspend the Meeting

This Motion needs to be raised at the end of each, but last, committee session. It passes automatically under the discretion of the Chairboard, dismissing the Committee until the time provided by the Chairboard.

6.26. Motion to Adjourn the Meeting

This Motion should be raised at the end of the last committee session of the conference, or at the end of both General Assembly sessions. It is a signal that debates have now come to an end, and that there is a proposed, well-formatted resolution passed by the committee. Just like Motion to Suspend The Meeting, it concludes the debates and dismisses the Delegates.

7. FLOW OF THE DEBATE

7.1. General rules

The debates during JASMUN 2025 will be taking place during three days of the conference. At the beginning of each day the Chairboard should decide which one of the two topics is to be discussed during the sessions. The goal of all sessions is to pass at least one resolution for each topic. A resolution passed by the Committee is eligible for debate and review during the General Assembly. After the debates have concluded, the

Editing Panel, together with the Chairpersons is to select the resolutions to be discussed in the General Assembly. During the GA the Main Submitter is asked to read out the resolution and deliver a brief speech in favour. The resolution is then subject to normal proceedings, including Time in Favour, Time Against, Amendments and Voting procedures. The following format of debating will be addressed as “Open Debate” and is the default mode, given that all Consultations of the Whole or Motions for a Moderated Caucus have elapsed.

7.2. Quorum

For a debate session to start, the quorum must be present in the committee. For procedural matters it constitutes $\frac{1}{3}$ of all delegates in a committee, while for substantive matters $\frac{1}{2}$.

7.3. Roll call

At the beginning of each session, the Chairs have to conduct a roll call to verify the quorum. They do so by reading out the name of each delegation in a Committee, thus checking their presence. When a Delegate’s Country name is being called out, they must answer either *Present* or *Present and Voting*. Delegations that are *Present and voting* cannot abstain during both procedural and substantive voting procedures. If late to the roll call, the Delegate must state their presence through a page note sent to the Chairs.

7.4. Policy Statements

In every committee, apart from the Crisis Committee, Delegates will deliver an Policy Statement, a short speech presenting their Country’s stance on the issue discussed in the Committee today, as well as possible solutions. By default, it is set not to exceed 90 seconds, yet this may be subject to the Chair’s overruling. Points of Information cannot be raised to Policy Statements. The Delegates will be delivering a Policy Statement on each topic discussed in the committee separately (see: 4.4 *Policy Statement*).

7.5. Lobbying

The first session of each day begins with lobbying. During lobbying, delegates may freely move around the Committee and communicate in a more informal manner in order to gather ideas and support for the resolution. It is advised that delegates gather in groups of states sharing similar ideas on the topic. The main goal of each group is to craft a resolution on the topic in the form of a Draft Resolution that will be later discussed during the Committee proceedings. During the lobbying time, the Main Submitter of each resolution must be selected, together with up to two Co-Submitters and possibly an unlimited number of Signatories. Signatories are not obliged to vote in favour of the resolution. An Observer cannot be a Main Submitter or Co-Submitter. More than one resolution should be prepared for each of the topics. The Secretariat also advises all Committees to hold a series of Moderated Caucuses (see: *Motion for a Moderated Caucus*) at the beginning of lobbying in order to address the most important aspects of the topic and allow the Delegates to understand the intricacies of each other's policies. Chairs are also encouraged to propose ideas for Moderated Caucuses and inform the delegates about the possibility. The Chairpersons are to determine the exact length of the lobbying time.

7.6. The Main Submitter speech

After lobbying time has elapsed, the Chairpersons will select one Draft Resolution to be presented to the Committee. The Main Submitter of the resolution is then to read out the entire document to the Committee and deliver a 120 second speech in favour. Points of Information can be asked for this speech (their default number is 3 see: *Point of Information*). Before the speech, the chairs are to determine the time in favour and against the resolutions.

7.7. Time in favour

The end of the Main Submitter speech marks the beginning of the determined time in favour. During time in favour Delegates can approach the floor and deliver speeches supporting the resolution or propose amendments. The default number of POIs both to speeches in favour is 2, while to amendments proposed it is 3.

7.8. Time against

When time in favour of the resolution has elapsed (may be extended by a *Motion to Extend the Time in Favour*) to or a *Motion to move into time against* has passed, the Committee enters the time against the resolution. During this time Delegates may approach the floor and deliver speeches against the resolution or propose any amendments to it. The default number of POIs both to speeches in favour is 2, while to amendments proposed it is 3.

7.9. Speeches

While debating the resolution, the Chairs will invite the delegates to take the floor using the following formula:

Chair: Are there any delegations wishing to approach the floor and deliver a speech in favour/against (depending on whether the Committee is in time in favour or against the resolution) the resolution or propose an amendment?

*Delegation of Y: *Raises placard* Point of information to the Chair. May the Delegate of Y deliver a speech in favour of the resolution?*

Chair: Delegate of Y, you have been recognised. Please approach the floor and deliver your speech.

When delivering a speech in favour/against a resolution, the Delegate approaches the floor, addresses the House, and delivers their speech, which should not exceed 120 seconds, unless instructed otherwise by the Chair. Delegates are allowed to yield the floor

back to another Delegate, thus allowing them to use the rest of the remaining time, if they inform the Chairboard about such intent beforehand.

7.10. Points of information

After the speech, the speaker will be asked by the Chair whether they are open to any Points of information. The Delegate may choose whether to open themselves to any and all, none, or a specific number of questions. If the Delegate has opened themselves to at least one Point of information, the Chair will ask the Committee whether there are any in the House. If so, the Chairpersons will select which Delegates are to deliver their countries. Each selected Delegate can then stand up and ask a question related to the speech. They are also requested to remain standing while receiving the answer. The speaker may refuse to answer any Point of Information, even if they have previously opened themselves to POIs.

7.11. Amendments

Amendments have the purpose of editing the resolution which is being debated. They need to be written on an amendment sheet, shown below, which will be available to all Delegates during the conference and will have to be sent to the Chairboard through a Page, or written in the online document. Amendments may add clauses to a resolution, modify the already-existing ones, or strike them out entirely.

AMENDMENT SHEET

*COMMITTEE: *the name of the committee**

*DELEGATE: *full name of the delegation proposing the amendment**

*NATURE OF THE AMENDMENT: *friendly/unfriendly**

*CONTENT OF THE AMENDMENT: *specifically stated**

When the floor is open, a Delegate may raise the *Point of Information to the Chair*, stating that they wish to propose a previously submitted amendment. All amendments need to be verified by the Chairpersons. Should they deem one to be incorrect, they will ask the Delegate to specify its contents or give them time to modify it.

The debate upon the amendment functions in accordance with the rules regarding resolutions - albeit with much less time. After the amendment has been approved by the Chairs, the submitter is to take a floor, read out the amendment and deliver a speech in favour. Points of Information can be raised to such a speech, their default number is 3. After the submitter has yielded the floor, the Chairpersons specify the time in favour and against, during which speeches and second degree amendments can be entertained. After time against has elapsed, the Committee is to move into voting procedures upon the amendment, with a simple majority needed. Please note that Observers are allowed to vote on amendments.

7.12. Friendly Amendment

Friendly amendments are a type of amendments that make very minor changes to the resolution or amendment, regarding wording, spelling or formatting. Friendly amendments are not subject to a debate. Their approval (and inclusion into the resolution) depends on the acceptance of the Main Submitter.

7.13. Second Degree Amendments

During the debate upon an amendment, a delegate may raise a Point of Information to the Chairs with a second-degree amendment, modifying the one currently discussed. The debate over a second-degree amendment follows the same procedure as specified in Point 12 of Flow of the Debate. However, it must be noted that when a second degree amendment passes, the entire, original amendment also passes in its new, changed form.

However, if a second degree amendment is rejected, the Committee returns to its debate over the original amendment.

7.14. Main Submitter and Co-Submitters

All Delegates may withdraw their support for a resolution at any time, by raising a Point of Information to the Chair. If it would mean that the resolution has no Main Submitter, one of the Co-Submitters is asked to step in their place. If there are less than two Co-Submitters, any Signatory may request to be raised to the level of a Co-Submitter. A resolution is automatically rejected if there are no Main Submitters and Co-Submitters and none of the Signatories is willing to support the resolution as a Submitter.

7.15. Voting procedures

Once the time against the resolution has elapsed or a *Motion to move directly to the voting procedure* has passed, the House moves to the voting procedure of the resolution discussed. Observers are not allowed to vote on the resolution as a whole, but may participate in other substantive matters, such as amendments. The resolution needs a $\frac{2}{3}$ majority to pass, while a simple majority is needed for procedural matters (Motions) and amendments. Abstentions are not allowed while voting upon procedural matters. In addition, Delegates who were *present and voting* may not abstain at all. Voting is conducted by acclamation for procedural matters, and by roll call for substantive matters. The votes cast are then counted up by Pages and Chairpersons and the results are announced immediately. No Points or Motions (apart from *Point of Order* and *Point of Personal Privilege*) may interrupt the voting procedures.

7.16. Voting by roll call

Voting by roll call is conducted analogically to the attendance check performed at the beginning of all sessions. Each delegation's name is read out loud by the Chairboard, in alphabetical order. The mentioned Delegate is then to state whether they are voting in

favour, against, abstaining or passing. Delegates who were present and voting may not abstain. Passing means that the Delegate will vote in the second turn of voting, however, this time they may not abstain. Ambassadors in the Security Council may also vote with rights. After the voting is concluded, a Delegate voting with rights may deliver a short, 60 second speech explaining their vote, which will not be subject to POIs, or further debate.

7.17. Voting by acclamation

When the Committee votes by acclamation, all delegations voting in favour, against or abstaining are to raise their placards when asked by the Chairboards. Most matters will be voted upon by acclamation, unless an appropriate motion (see 6.27. *Motion to vote by roll call*)

8. DESIGNATED COMMITTEES

8.1. Security Council

a. Lobbying

The debates in the Security Council vary from those held in other committees. Only one resolution per each topic may be discussed and no draft resolutions are created during lobbying time. After the roll call and the opening statements, the committee will vote upon which topic is to be discussed first. Then all the delegates will gather and discuss the preambulatory and operative clauses, during informal Lobbying Time. They are free to move around the committee and use informal language (however, only English can be used in all forms of communication). Preambulatory clauses should be agreed upon in lobbying time, as they will not be discussed later. The delegates are also encouraged to develop some ideas and gather support for Operative Clauses that will be introduced in the Proposal Time. Motions for a Moderated Caucus and to Consult the Whole may be raised as normal

b. Proposal Time

After the lobbying time has elapsed, the Committee will move into Proposal Time. During said time, the Chairs will create a blank document. Each Delegate may then introduce operative clauses created during Lobbying, by firstly submitting it via the Pages or an online form, and then raising a *Point of Information to the Chair*. Each operative clause is discussed in a way analogical to that of an amendment. After recognizing the delegate and displaying the proposed OC, the Delegate will have time to read out the clause and deliver a speech in favour, with 3 POIs allowed by default. Then committee will move into time in favour and against the proposed OC (the Chairpersons are to decide on the duration of the speeches, however it is recommended that discussion over one OC should not take more than 5-7 minutes; in addition, please note that the speech in favour delivered by the Delegate proposing the OC counts towards the time in favour limit). The committee will then proceed to vote upon the entire OC, with no abstentions allowed. This way, the resolution is slowly built from individually discussed. Operative Clauses

c. Amendments

It is possible to amend the OC, by raising a *Point of Information to the Chair*, while the floor is open for speeches. Such an amendment is considered a second degree amendment and is to be discussed with its own speech in favour, time in favour and against. If such an amendment was to pass, the entire OC also passes.

Please note that the entire purpose of the Proposal Time is to propose OCs via the form described above. OCs that have been voted upon can only be modified in Debating Time.

d. Debating Time

After Proposal Time elapses, the Security Council moves into Debating Time. The resolution is discussed as a whole during Debating Time. The OCs added in the Proposal Time can be changed using the amendment procedure described in the main section of

the ROP. Second-degree amendments are allowed. The time in favour of the resolution begins with one of the delegates reading out the OCs passed in proposal time and then giving a speech in favour. This delegate is considered to be the resolutions main sponsor, and should be selected by the Committee at the end of the Proposal Time. However, he is not obliged to support the resolution if its contents change during the Debating Time. After this caucus elapses, the committee votes upon the entire resolution. Abstentions are not allowed.

e. Veto Powers and Special Privileges of P5 Countries

After every voting procedure, the Chairboard will ask whether any of the P5 countries are wishing to use their veto power. If so, the OC, amendment or resolution automatically fails. Other delegates can raise a *Motion to Explain the Veto*. Please note that Motions and Points cannot be vetoed. During the discussion about an OC or amendment a delegate may raise a *Veto Concern* by raising their placard. *Veto Concern* signals to the committee that the P5 ambassador is considering vetoing the OC or amendment in its current form. After a *Veto Concern* is raised, a Motion to Move into Informal Debate is in order. Please note that a P5 ambassador may use their veto power without first raising a *Veto Concern*.

In addition, if any of the P5 delegates is not present in the House during voting procedures, the committee is to wait for the delegate to return from his absence, thus allowing him to participate in the voting.

f. Special Motions

Some motions can be exclusively raised by the members of the Security Council (all other motions are also in order), such as:

- *Motion to Move into Informal Debate* - The purpose of this Motion is to discuss the will to veto, expressed by one of the P5 countries. The delegate raising the motion

must specify the duration of the informal debate, which should not exceed 10 minutes. The aim of the debate is to discuss the doubts of the P5 ambassador and possibly come up with amendments to the OC currently discussed.

- *Motion for a Private Caucus* - This Motion can be raised if a delegate wants to privately discuss some matter with any delegations currently in the House. The delegate raising the motion must specify the duration and the participants of the caucus. The Chair needs to make sure that all concerned delegations agree with the motion. The delegates then leave the House with one of the Chairpersons for a maximum of 10 minutes.
- *Motion for a P5 caucus* - This Motion can be raised by one of the P5 members in order to privately meet with other P5 delegations. The delegate raising the motion must specify the duration of the caucus. The Chair needs to make sure that all concerned delegations agree with the motion. The delegates then leave the House with one of the Chairpersons for a maximum of 10 minutes.
- *Motion to Unite for Peace* - This Motion can be raised when the Security Council resolution fails due to a veto by one of the P5 ambassadors. This Motion cannot be seconded or objected to, and is instead automatically subject to a voting. In order to pass, the resolution needs a $\frac{2}{3}$ super majority. This way, the resolution only requires a simple majority to pass, albeit at a cost of a nonbinding character. Unlike other Security Council resolutions, such a document is subject to debate and voting during the General Assembly.
- *Motion to Explain the Veto* - This Motion can be raised after one of the P5 ambassadors uses their veto power. It operates in an identical way to the *Motion to Explain the Vote* (see 6.5 *Motion to Explain the Vote*)

8.2. Crisis Committee

The Crisis Committee is an independent body, created in order to solve a Crisis designed by the Crisis Writers Team. The debate inside the Committee is governed by a separate set of rules, designed by the President of the Crisis Committee. The following points aim to outline the key ideas governing the workings of the Committee.

a. Directives

Directives are unique executive orders, exclusive to the delegates of the Crisis Committee. Directives allow them to make actions and decisions on behalf of their home government, and thus shape the face of the crisis. Directives are sent to the Crisis Writers via page notes. Unrealistic or inappropriate Directives may not be approved by the Crisis Team. Moreover, the Writers may set a realization time for the Directives, so that some time needs to pass, before they are executed

b. Resolution

During its session, the Crisis Committee creates a resolution in a manner similar to the SC procedures, with each OC being introduced and debated individually. Please note that the resolution will not be a cohesive document, thoroughly addressing the topic on the agenda, but rather a set of ad-hoc measures introduced to tackle an escalating conflict. The resolution of the Crisis Committee is not presented nor voted upon during the General Assembly and should be addressed as “Conclusions of the Crisis Committee”.

c. Crisis Summary

The Summary is a Document presented by three chosen delegates from the Crisis Committee during the GA. It outlines the root causes of the crisis, its description but also the summary of all actions undertaken by the Committee. It is not put to debate during the GA.

8.3. International Criminal Court

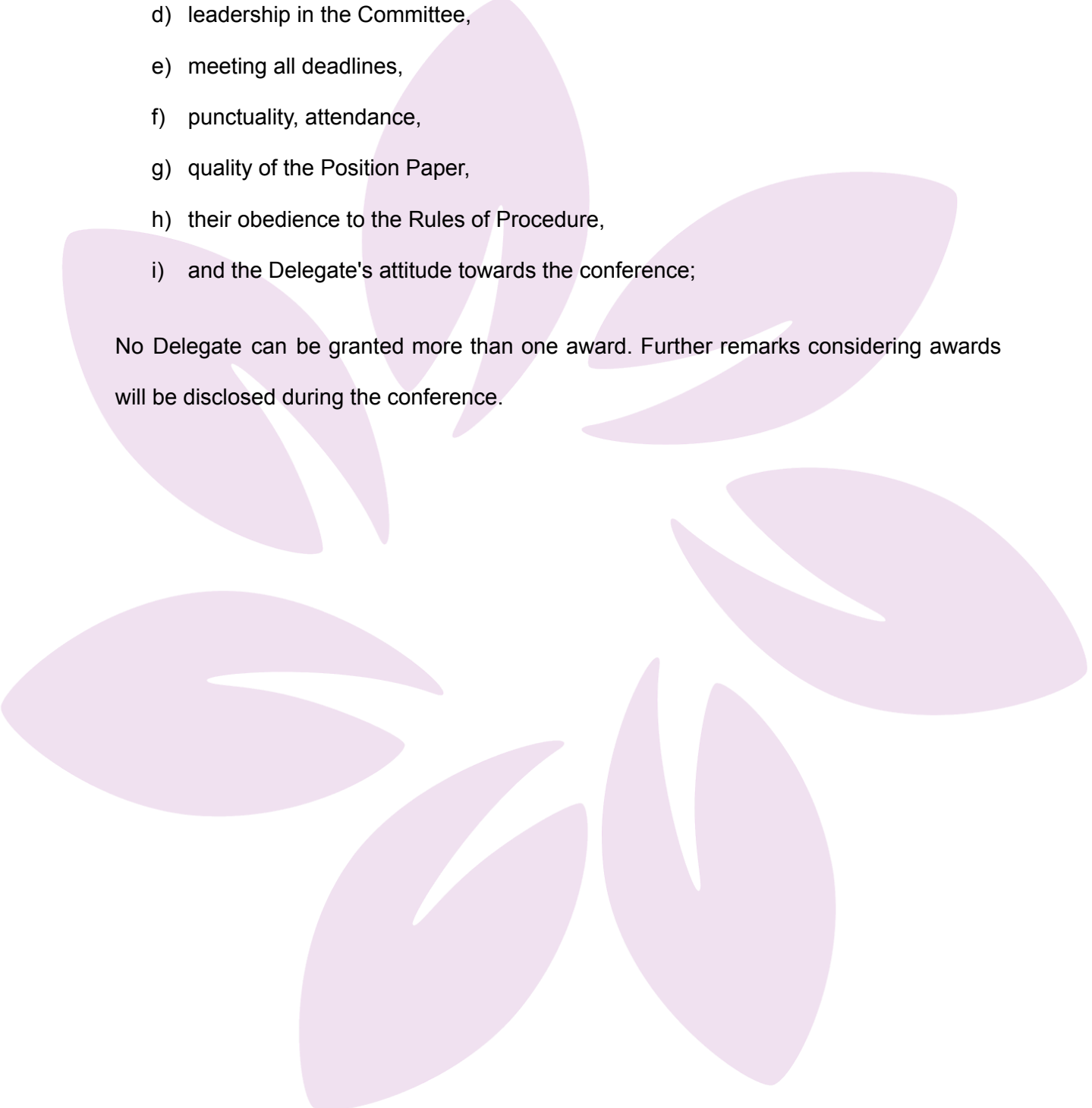
The ICC Committee operates in a completely different manner than the rest of the committees. Its debates follow the procedures of a separate ICC ROP provided by the Chairboard and the Secretariat. The Delegates are not representing states or observers, but are rather categorized into three groups: Judges, Prosecutors and Advocate (they also do not possess voting rights in the General Assembly). The ICC ROP together with the Rome Statute are the two documents constituting the basis of all proceedings in the Committee. No resolutions are discussed in the ICC, and the only document presented during the GA (but once again, not subject to debate) is the verdict created by the Judges during the last sessions of the Committee.

8.4. European Council

Unlike most other committees, the European Council is not a UN body or a specialized organization, but rather a body of the European Union. As it consists of all the 27 Heads of State of the EU member states, the Delegates of the European Council are to be referred as Ambassadors and (unless another representative of the same state resides in the Security Council) possess all the rights and privileges outlined in point 3.6 *Ambassadors*. The European Council follows most of the normal Rules of Procedures regarding the Committee proceedings with one notable exception. The document containing the decisions made by the Council is called Conclusions and must pass unanimously through the Committee (though abstentions do not count as votes against). It is presented in the General Assembly by three chosen Ambassadors, and is not subject to further debate on that forum. The exact nature of the procedures inside the European Council will be determined by a special ROP.

10. AWARDS

Three awards are to be given out in each committee by the Chairboard; the *Best Delegate Award*, an *Honourable Mention*, and an *Outstanding Speaker Award*. While deciding who will be awarded, the Chairboard should consider:

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- a) engagement in the discussions,
 - b) adherence to the country's policy,
 - c) contribution to the final Resolutions,
 - d) leadership in the Committee,
 - e) meeting all deadlines,
 - f) punctuality, attendance,
 - g) quality of the Position Paper,
 - h) their obedience to the Rules of Procedure,
 - i) and the Delegate's attitude towards the conference;

No Delegate can be granted more than one award. Further remarks considering awards will be disclosed during the conference.