

RULES OF PROCEDURE

AFRICAN UNION, 2030



Procedure is a vital aspect of Model UN. In committee, there are very specific guidelines that must be adhered to when one wants to make an action. While rules of procedure vary from conference to conference, the following document explains the parliamentary procedure at the General Assemblies at Sanskriti Model UN. Parliamentary procedure is the language through which you will communicate during the conference. The following guide is a “translation,” and explains each rule in a few different ways. First, the “context” describes what the function of the rule is. Second, the “when” explains the time that the rule is used. Third, a “comment” is provided if there is another part of the rule. And lastly, the “best used for” explains the best time for a rule to be used.

MOTIONS

A motion is used in committee when a delegate wants to have an act passed that affects the entire committee. Like the name suggests, “motion,” as in “moving,” means that you are “moving” towards action, or “moving” the committee in a certain direction.

MOTION TO OPEN THE SPEAKERS LIST

Context: This motion is used when a delegate wants to start a new speakers list; the chair will then call on delegates who want to be added to the list.

When: This is used at the beginning of the conference when a speakers list has to be opened to set the agenda, called the ‘General Speakers List’ or GSL. It can also be used later on in a conference to create a new speaker list whenever there is a new topic of discussion or if the delegate deems it necessary to have a speakers list, called the ‘Provisional Speakers List’.

MOTION TO SET THE AGENDA

Context: This is used to set the order in which the topics will be debated; there will be two speakers for and two speakers against the motion.

When: As the committee only has one agenda, it would be set as ‘Neo-Colonialism in Africa’ by the discretion of the Executive Board.

MOTION FOR A MODERATED CAUCUS

Context: This motion is employed when a delegate wants to start a moderated caucus. A moderated caucus refers to the form of debate where delegates raise their placards (raise hand feature on zoom) and the chair recognises a delegate to speak for a specified amount of time on a specified sub-topic of the agenda.

When: A moderated caucus can be called after the chair asks if there are any motions on the floor.

Comment: When a delegate calls for a moderated caucus, they also must specify their allocation, the length of the caucus, the length of each speaking time, and the purpose of the caucus; for example, “The delegate of India motions for a ten-minute moderated caucus with a thirty second speaking time for the purpose of discussing education within the field of child labour.”

Best used for: A moderated caucus is best used for relatively fast-paced discussions about a specific sub-topic. It is sometimes used to hear the opinions of multiple nations in order to focus on what the committee will talk about. A rhetorical moderated caucus topic would be looked down upon by the executive board.

MOTION FOR AN UNMODERATED CAUCUS

Context: This motion is utilized when one wants to start an unmoderated caucus. An unmoderated caucus refers to the form of debate where delegates are allowed to move between breakout rooms and speak directly to other delegates.

When: An unmoderated caucus can be called after the chair asks if there are any motions on the floor.

Comment: When a delegate calls for an unmoderated caucus, they also must specify the length of the caucus.

Best used for: An unmoderated caucus is best used for informal debate. If delegates wish to discuss and collaborate on solutions with other delegates in committee then an unmoderated caucus would be appropriate.

MOTION FOR A RIGHT TO REPLY

Context: If a member of the committee makes a personal attack on another delegate, then the offending delegate is permitted to reply to the delegate. However, if an attack is made on a delegate’s position, the delegate does not receive a right of reply, meaning “Country A has an uncomfortably bright shirt...” would deserve a right of reply, while, “Country B’s idea of satellites is idiotic...” does not deserve a right of reply.

When: A right of reply is requested directly after the personal attack is made

Comment: The chair makes the ultimate ruling as to whether or not the delegate in question deserves a right of reply.

MOTION TO INTRODUCE WORKING PAPERS, RESOLUTIONS & AMENDMENTS

Context: This motion is used when a delegate wants to introduce (meaning read it to the committee and make it an official document) the working papers/ resolutions/amendments.

When: This motion is used after all the working paper/resolution/amendment has been submitted to the dias, and the dias has permitted the delegates to raise this motion.

Comment: When you move to introduce the documents, you also must specify the order in which they would be presented (eg: Motion to introduce the draft resolutions in the order 1.0, 2.0 and 3.0)

MOTION TO CLOSE DEBATE AND MOVE INTO VOTING PROCEDURE

Context: This motion is used if a delegate wants to end debate on a topic and move into voting procedure; there will be two speakers for and two against this motion.

When: This motion can be used any time (but it will not be taken seriously unless an ample amount of debate on the issue has occurred).

MOTION FOR A ROLL CALL VOTE

When: The motion is used during the voting procedure and automatically adopted, with the chair's approval or raised by a delegate in the motion to move into the voting procedure.

Comment: The ways one can vote during a roll call vote are yes, no, yes with rights, no with rights, abstain, and pass. If a delegate votes yes, it means he/she/they is in favour of the resolution. If a delegate votes no, it means the delegate is against the resolution. If a delegate abstains, it means he/she/they does not wish to cast a vote on the resolution. If a delegate votes yes/no with rights, it means the delegate wishes to explain his/her vote. The delegate, upon completion of the roll call vote, will receive a thirty-second speech. If a delegate votes yes/no with rights it usually means that the delegate would like to explain why he/she/they is voting against their country's position or against what the country was arguing for during debate. If a delegate passes, it means that the delegate is unsure of how to vote and will be called upon at the end of the roll call vote. Please note that if a delegate passes, he/she/they cannot vote with rights.

MOTION TO DIVIDE THE QUESTION

Context: This motion is used if a delegate wishes to divide out a portion (certain clauses) of a resolution; each portion of the resolution will then be voted on separately. This requires two speakers for and two speakers against the motion to divide, not the individual divisions.

When: This motion is used during the voting procedure.

Comment: A delegate would use this motion if he/she/they agrees with the majority of a resolution but cannot or will not vote for it because of a certain clause.

MOTION TO RECESS

Context: This motion is used to suspend debate at the end of each committee session.

When: At the end of each committee session, once the chair says that he/she/they would take a motion to Recess.

MOTION TO ADJOURN

Context: This motion is used to end the last committee session, ending the conference.

When: The motion is used at the end of the last committee session, once the chair says that he/she/they would take a motion to adjourn.

POINTS

In general, points are a way to ask a question in committee or bring something of non- substantive importance to the committee's attention.

POINT OF PARLIAMENTARY INQUIRY

Context: This point is used when a delegate is unsure of or wants a clarification of a rule or committee procedure; it can also be used if a delegate has a non-substantive question (such as "point of parliamentary inquiry, what is the topic of the moderated caucus?").

When: This point can be used any time when the chair is taking points from the floor.

POINT OF PERSONAL PRIVILEGE

Context: This point is used when a delegate's ability to participate in a committee is impaired. For example, one could use this point if it is difficult to hear the speaker.

When: This point can be used anytime, even during another delegates' speech.

Comment: Using too many points of personal privilege can be unproductive to the committee, so use them very sparingly and only if the issue is truly impairing your ability to delegate. It is also looked unfavorable if this point is used simply to interrupt or set other delegates off guard during their speeches. The point shall only be used during a delegate's speech in case of audibility issues.

POINT OF INFORMATION

Context: This is used when a delegate has a substantive question for a speaker during formal debate(GSL/PSL).

When: This point can be used any time the chair says that questions are in order.

POINT OF ORDER

Context: A delegate can raise a point of order when there is a violation of the rules of procedure. The chair will decide whether there is a violation immediately, and if there is, then the violation is corrected or stopped.

Comment: A point of order is a very serious procedural matter, especially since it has the power to interrupt other committee proceedings. Therefore, it should be used in a responsible manner; it should only be used if a delegate is sure a rule is broken. If a delegate is not sure if a rule is broken, or if the possibly broken rule does not affect the committee proceedings, it could be prudent for the delegate to rephrase the question at a more appropriate moment in the form of a point of parliamentary inquiry.

Also note that while all Sanskriti Model UN chairs are well versed in the official rules and procedures, they have the ability to adopt rules of debate at their own discretion. All modifications will be announced at the beginning of the conference and delegates are encouraged to use Points of Parliamentary Inquiry if anything is unclear.

Comment: The Point of Order cannot be used to point out factual inaccuracies in a delegate's speech.

YIELDS AND COMMENTS

In general, points are a way to ask a question in committee or bring something of non- substantive importance to the committee's attention.

YIELD TO THE CHAIR

Context: After the completion of a speakers list speech, a delegate may yield to the chair. This means that the chair will absorb the time remaining in the speech (meaning nothing will happen with any time remaining).

When: After a speech on the speakers list.

YIELD TO QUESTIONS

Context: After the completion of a speakers list speech, a delegate may yield to questions. This means that with the remaining time, the chair will call upon other delegates to ask the delegate giving the speech questions that must pertain to the speech that was just given.

When: After a speech on the speakers list.

Comment: The time taken for a delegate to ask the question will not be counted towards the time remaining in the speech.

YIELD TO ANOTHER DELEGATE

Context: After the completion of a speakers list speech, a delegate may yield to another delegate. This means that with the time remaining in the speech, another delegate will be able to elaborate on the ideas that the first delegate presented; the second speaker may not talk about a topic the first speaker did not mention. Please note that only one yield may be made per speaker on the speakers list.

When: A delegate yields to another delegate after a speech on the speakers list.

Comment: If the speaker intends on yielding to another delegate, he/she/they should be sure that the delegate yielded to will accept his/her/their time, and would be willing to make a speech.

YIELD TO COMMENTS

Context: After the completion of a speakers list speech, a delegate may yield to comments. This means that 2 thirty-second speeches can be made by any delegate (the chair will call on two delegates who wish to make comments). Note that the comment must pertain to the original speech.

When: A delegate yields to comments after a speech on the speakers list.

Comment: If a delegate fails to yield after a speakers list speech, then 2 thirty-second comments are in order. If a speaker fails to yield, a delegate can motion to comment. These comments can be made by any delegate in the committee.

It might be very intimidating to see all these different points and motions, and it seems difficult to have to remember all the specific procedural rules. But relax and take it slowly, and it will come much easier than expected... After a few committee sessions, you will feel like a procedural expert!

The dias would also go over the rules of procedure pertaining to a committee session at its beginning. Even the most experienced delegates can sometimes get confused. We as the executive board recognise this and recommend delegates to clarify any and all doubts regarding the committee using a point of parliamentary inquiry. They would NOT be marked down for it.

Lastly, for the benefit of the delegates of the African Union, a list of preambulatory and operative clauses has been added below. These are used to begin the clauses the delegates would mention in their Draft Resolution. It is a draft document which the committee shall vote on, to make it the Resolution, i.e. a comprehensive document containing the solutions agreed upon by the African Union.