

### Harvard Model United Nations (HMUN)

### National Model United Nations (NMUN)

#### ROLL CALL

- Establish Quorum

Roll call not required  
 — may differ at conferences

#### SETTING THE AGENDA

- Primary Speaker's list

- Motion made to set the agenda to one of the two topics of the committee
- Speakers list: one in favour of ↑ motion, one against
  - Two speakers from each
  - \*\* Whether an unmoderated caucus is permitted during this time depends on the conference
- Motion to close the debate
  - 2 speakers for/against
  - 2/3 majority required
- Vote on the first topic
  - Simple majority is required to pass
  - If it fails, the second topic will be adopted

Respond as "present" or "present and voting"  
 — "present and voting": cannot "abstain" in voting

- Dais will ask for motions: option of either moderated debate or unmoderated caucus
- Motion to set the agenda (Topic A over B/B over A)
- Motion to vote upon the proposed agenda in order
- Motion to open secondary speaker's list

Vote:  
**Simple majority:** requires more "Yes" than "No"  
**2/3 majority:** twice as many "Yes" than "No"

- Secondary Speaker's list

Secondary Speaker's list made for topic A (or B)  
 Raise your placards if you want to be added to the list, note to the Dais if they don't recognize you or if you want your name taken away from the list

- Speaker's time

- Set at 1 min
  - Delegates may motion to set it at a different time when points or motions are in order during formal session
  - > Simple majority required

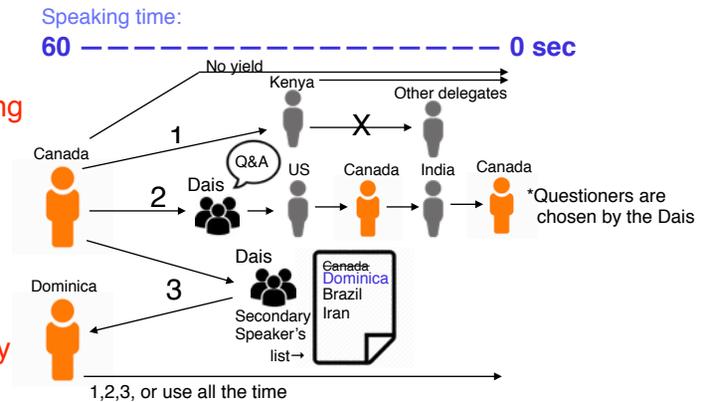
- Set time (depends on the size of committee)
    - e.g. NMUN-NY: 90 sec for large committees
    - 120 sec for smaller committees
- same but needs 2 speakers for/against

**IMPORTANT DIFFERENCE 1: Yielding**  
 Yielding occurs only at Harvard style conferences, during Secondary Speakers' list

How to yield:

1. To another delegate
2. To question: 1 question/delegate or
3. To the chair

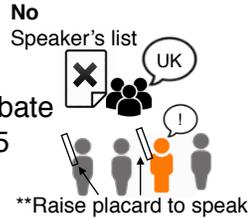
\*\* If delegates forget to yield their time, it's automatically assumed that they've yielded to the chair



## MOTIONS DURING SESSION

- Moderated **Caucus**  
Briefly state the purpose, speaking time, overall time of the caucus (limit: 20; usually 10-15min)  
— Time limit may differ among conferences

- Moderated **Debate** **\*\*Informal session\*\***  
Set the speaking time, overall time of the debate (no limit, but not too long; best if it's within 15 min)



Formal session ↑  
Informal session ↓

- Suspension of the meeting for an unmoderated caucus

- Briefly state the purpose of the caucus  
— Usually 15-30 minutes  
HMUN has a time limit of 20min, but may differ at other Harvard style conferences

- Can be 30-60 minutes, but are often less than that  
**IMPORTANT DIFFERENCE 2: Purpose of a motion**  
NMUN style: do **not** need to state why you are requesting for a moderated debate or unmoderated caucus



Use of electronics:  
• Allowed at informal sessions  
• Formal session: only when you need to edit working papers outside the committee room

- Vote: simple majority is required -

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- Most of the time, the committee is in...

- Moderated or unmoderated caucus  
— Secondary speaker's list is rare

- Secondary Speaker's list or unmoderated caucus

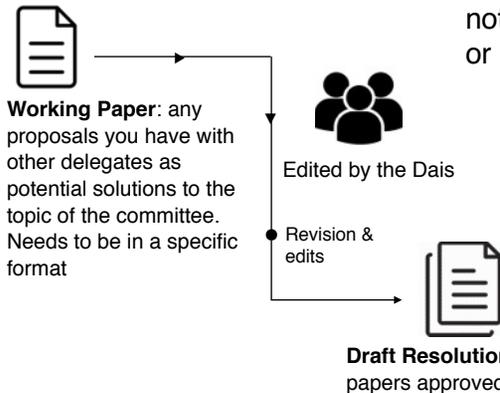
- **Tabling**

- A delegate may postpone the debate or amendment on the floor
- Resumption on a debate or an amendment will require:
  - 2 speakers against/in favour
  - Simple majority
- If postponed debate on a resolution or amendment is not resumed by the closure of debate, the resolution or amendment will not be voted

- Equivalent to NMUN (may differ in other conferences): adjournment and reconsideration of debate
  - Adjournment: 2 for/against, simple majority
  - Reconsideration: 2 against, 2/3 majority

↑ Rare

← Committees can get through 2 topics during one conference



### IMPORTANT DIFFERENCE 3: Presenting a draft resolution

- Presentation of draft resolution only occur at Harvard style conferences.
  - Delegate **motions to present** "draft 1.1 (draft resolution named by the Dais)"
  - Votes on the motion to present draft resolution: simple majority
  - If the motion passes, Dais will read the draft resolution
  - Dais will open the floor for motions
  - Motion for **Q&A sessions** (usually) for (usually 5-10) minutes



Credit goes to Verna Yam for her substantive inputs.

For more information / inquiry / clarification, please contact: [vpacademic.munsa@gmail.com](mailto:vpacademic.munsa@gmail.com) or [diversityandequity.munsa@gmail.com](mailto:diversityandequity.munsa@gmail.com)

- Close/Re-open speakers' list

- No additional speakers added to the Speaker's list
  - Or re-open closed list, add speakers
  - Simple majority

- Closure of Debate

- A step before moving into voting bloc; exhausts the speaker's list
  - Moderator/Chair will ask for speakers against the motion
  - 2/3 majority required to pass

### POINTS

- Points of Order

Please do not use this. Please.

This is used to point out procedural errors (same for both HMUN and NMUN)

- Appeal of the Moderator/ Chair

Question the Moderator/Chair's ruling: simple majority (NMUN); 2/3 majority (HMUN)

- Point of Personal Privilege

Used when you feel uncomfortable in committee and that it interrupts your ability to participate

- Point of Parliamentary Inquiry

When you want to ask questions about Rules of Procedure

### IMPORTANT DIFFERENCE 4: Point of Information

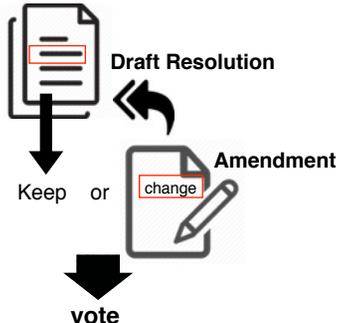
\*\* may differ among conferences

- Raise placard to ask question on the content of a delegate's speech
- The delegate who gave the speech does not have to answer the question
- Takes place within the limit of a speaker's time
  - Only the speaker's answer counts towards the remaining time.

- Ask question to the Dais: clarification, for more information

### AMENDMENTS

\*\* Written before Voted after Closure of Debate



- Requires approval from a certain number of members in committee (e.g. GA: 12 members \*\* #s may differ at conferences)
- All amendments does not have an official sponsor and it must be voted upon
- Approved amendments will be introduced to the floor and two speakers list will be established (for/ against)
- Motion to close the debate
  - 2 speakers for/against
- Voting of the amendment

- Submitted in writing (form provided at conference)
- Requires signatures of 20% of the members in committee (both sponsors and signatories)
- If all sponsors agree: friendly amendment
  - Adopted without vote
- If not all sponsors agree: unfriendly amendment
  - Debate will take place
  - Vote on the entire draft resolution



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## VOTING

### - Types of voting

- **Procedural** Voting on motions or points (matters relating to procedures of the committee), in favour of motion or
- **Substantive** Voting on matters relating to Draft Resolutions

- Yes / No / Abstain

- Yes / No / Abstain

- Those who responded “present and voting” during roll call cannot “abstain”

- **Roll Call** Vote by roll call rather than show of placards

\*\* Only used during voting bloc

Adoption of the motion depends on the committee

- e.g. HMUN-GA: 25 members in favour

- Automatically granted once requested

- Yes / No / Abstain / Pass / “Yes” or “No” with rights
- Those who chose “Pass” during the first round of call must vote Yes or No during the second round
- Yes with rights / No with rights in first round
  - Given 30 seconds to explain their vote

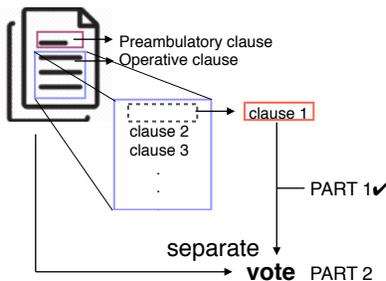
- Yes / No / Abstain

- Those who responded “present and voting” during roll call cannot “abstain”

### - Reordering Resolution

- Motions to reorder resolutions are voted in order, requiring simple majority to pass
  - Once a motion is passed, others: discarded

### - Division of the Question



Vote on operative clause(s) separately from the Draft Resolution

- Highlights importance of clause(s)

**PART 1:** Procedural vote, whether or not this motion should be recognized

- 2 speakers for/against motion

- Simple majority

\*\* Dais organizes the clauses from the most to least destructive

**PART 2:** Substantive vote, accept/reject separated clause(s)

- If accepted, clause becomes an annex to resolution

- If rejected, clause is discarded

### - Adopt by Acclamation

- To pass a Draft Resolution without placard or roll call voting

- Chair will ask if there are “any objections”

- If there are, placard or roll call vote will take place



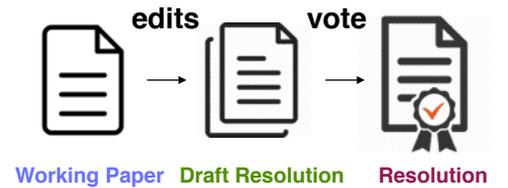
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## ENDING

- [Adjournment of the Meeting](#)  
\*\* After Adjournment of Debate

Ends committee for the year (used only on the final day)



## WORTH MENTIONING

- “Crisis Committees”

- Topic and Rules of Procedure varies among conferences but generally:
  - More-fast paced because delegates are responding to news releases from the Dais
  - Often not about the real world (e.g. future, historical)

## OTHER NOTABLE DIFFERENCES:

- [How to succeed as a delegate](#)
  - [Ways to win awards!](#)

- Leadership during unmoderated caucus, presentation of Draft Resolution, and Q&A afterwards
- Raising good topics for the purpose of having moderated or unmoderated caucus
- Owning working papers

- Leadership during unmoderated caucus
- Owning working papers, showing leadership among the group on the working paper during Secondary Speaker’s list speech

And of course representing a country properly, demonstrating research on topic, being diplomatic

Thank you for attending conferences with us!! 🍎

Best,  
MUNSA Executives 2016-17



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